



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution

HARHI COLLEGE

- Name of the Head of the institution **Dr. Manash Jyoti Neog**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **9435277478**
- Mobile No: **7002392761**
- Registered e-mail **harhicollege1996@gmail.com**
- Alternate e-mail **rbhandique3@gmail.com**
- Address **P0 Gobindapur**
- City/Town **Dhakuakhana**
- State/UT **Assam**
- Pin Code **787055**

2.Institutional status

- Affiliated / Constitution Colleges **Affiliated**
- Type of Institution **Co-education**
- Location **Rural**
- Financial Status **UGC 2f and 12(B)**

- Name of the Affiliating University **Dibrugarh University**
- Name of the IQAC Coordinator **Rintu Handique**
- Phone No. **9678177112**
- Alternate phone No. **9101545386**
- Mobile **9678177112**
- IQAC e-mail address **rbhandique3@gmail.com**
- Alternate e-mail address **nibedatiaburagohain08@gmail.com**

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

<http://www.harhicollege.org/upload/aqar/AQAR%20of%20Harhi%20College%202020-21.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

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

<http://www.harhicollege.org/assets/documents/ACADEMIC%20CALENDAR%202021-22.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.12	2018	02/11/2018	01/11/2023

6. Date of Establishment of IQAC

01/09/2013

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

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
HARHI COLLEGE	National Seminar	ICHR	2021	2,50,000/-
Harhi College	Field development, Green gallery	State Govt.	2021	36,99,854/-
Harhi College	Free waiver	State Govt.	2022	19,16,557/-

8. Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC [View File](#)

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

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

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

- If yes, mention the amount

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

IQAC Organized a ICHR sponsored National Seminar on Ethnic Conflict in North East India, Causes and Concern

IQAC Organized a leadership development programme for soft skill development

IQAC Organized a weeklong Yuga programme

IQAC Organized a Extension programme on women and culture

IQAC give full support to NSS Unit for holding weeklong special camp

12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
ICHR sponsored National Seminar	The IQAC of Harhi College provide collaboration to Department of History and Pol. Science for ICHR sponsored National Seminar, which was held on 8th and 9th Oct,2021. The total no of participants are 113(one hundred thirteen only) and out of them 35 Nos of papers are Presented. The topic of the Seminar was "Ethnic Conflict in North East India: Issues, Causes and Concern"
Leadership development programme	IQAC of Harhi College and Career Counselling and Guidance Cell organized a leadership development programme on 8th Nov,2021 at auditorium hall. The resource person was Mr.Sevak Chutia, Associate Prof. Dhakuakhana College. 100 nos of student and 25nos of teachers were present at that programme.
IQAC and Fitness Club of Harhi College was organized a week long programme on Yoga	The IQAC and Fitness Club of Harhi College was organized a week long programme on Yoga with the help of Vivekananda Kendra Kanyakumari,NL Branch from 29th Nov,2021 to 4th Dec,2021. Resource person was Miss Pompha Rana and exactly 90 students and teachers were participated at that programme.
IQAC of Harhi College in collaboration with Gobindapur Mahila Samitee organized an extension programme	The IQAC and Women Cell of Harhi College in collaboration with Gobindapur Mahila Samitee organized an extension programme on the dated 4th December,2021. The resource person of that programme was Mr.Monoranjan Bordoloi, Asstt. Prof. Dhakuakhana College and

	Mrs. Leenamoni Saikia, Normal School, Dhakuakhana. 83 nos of students and 16 teachers were present at that programme.
holding International Human Rights Day.	IQAC of Harhi College provided full support to Political Science Dept. for holding International Human Rights Day. Which was held on 10th December, 2021 at Digital Class Room. Resource person was Dr. Gitanjali Boruah, Associate Prof. North Bank College, Ghilamora. Total 90 nos of students and 21 teacher's were present at that programme.
Deal with Students' Union Election	The Students Union Election of Harhi College for the session 2021-22 was held on 4th January 2022.
Observed the National Girls Day	IQAC of Harhi College provided full support to NSS Unit of the College to observed the National Girls Day and at that programme the College authority was adopted Miss Akashitora Dutta, BA 2nd Semester, Political Science Dept. as a girl child which was held on 24th January, 2022.
"World no Tobacco Day"	IQAC of Harhi College provided full support to NSS Unit of the College to celebrate the "World no Tobacco Day" .which was held on 31st May, 2022. About 100 students and volunteers were participated in that programme. Name of the resource persons are Dr. Manash Jyoti Neog and Mr. Dhruba Jyoti Dutta, Mr. Rintu Handiqur coordinator of IQAC coordinate the programme.

Career oriented programme	The IQAC of Harhi College has provided full support to Career Counseling and Guidance Cell of Harhi College for holding the career oriented programme, which was held on 18th June, 2022. The resource persons were 1. Mr. Sailan Boruah, Ex – senior journalist, 2. Dr. Prodip Bora, Principal, Teacher Training College, Dhakuakhana. More than 100 nos of students and 25 nos of teachers' were present at that programme.
Institutional Plantation Programme.	IQAC provided full support to NSS Unit for plantation programme which was held on 27th July, 2022.

13. Whether the AQAR was placed before statutory body?

No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

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13. Whether the AQAR was placed before statutory body?	No
Name of the statutory body	
Name	Date of meeting(s)
Nil	Nil
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2021-2022	20/01/2023
15. Multidisciplinary / interdisciplinary	
A Multidisciplinary paper is provided for the B.A. 2nd Semester students and the syllabus of the paper is covered with the subject matter almost all the discipline.	
16. Academic bank of credits (ABC):	

17.Skill development:
Harhi College provided computer education courses with fifty computer set ,one teaching faculty and more than two hundred students(200) learning every day. We also provided Sericulture ,Fishery, Nursery, Yoga, Soft skill, Value based education and personal development skills are available in our college.Yoga programme are celebrating every year with the collaboration of NSS Unit of Harhi College.Ambedkar study center and Human rights cell organises seminar, workshop etc. in every year.
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):
20.Distance education/online education:
The College provided the distance education under Dibrugarh University for both B.A. and M.A. courses. The coordinator conducted all the necessities of the courses the student of both B.A. and M.A. courses are provided with the following discipline. 1.English, 2. Assamese, 3.Sociology and 4. Political Science. Online classes,discussions and meeting also taken by the faculty members through googlemeet,zoom etc.

Extended Profile

1.Programme

1.1

B.A.

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

File Description	Documents
Data Template	View File

2.Student

2.1

500

Number of students during the year

File Description	Documents
Data Template	View File

2.2 **90**

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

File Description	Documents
Data Template	View File

2.3 **117**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 **32**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 **00**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1 **B . A .**

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3.1 **32**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2	00
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	No File Uploaded
4.Institution	
4.1	24 + 2=26
Total number of Classrooms and Seminar halls	
4.2	64, 95, 042
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	70
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Curriculum of the Undergraduate is designed by the affiliating university i.e. Dibrugarh University. For effective implementation of curriculum, annual action plan is prepared by IQAC in consultation with Academic Council and other bodies of the college. The Academic Council prepares prospectus, general daily class Routine and Academic Calendar in conformity with the Academic calendar of the affiliating university. Each department distributes classes among the faculties and Departmental course plan which are displayed in the Departmental Notice Board for students' knowledge and information. For the smooth transaction of the curriculum, the college has always received a positive response from the affiliating university and good support from the college authority. The entire academic activities and their smooth functions are looked after by the Academic council in consultation with the IQAC. The HoD's Diary and Teachers' Diary are regularly maintained for keeping record of daily activities including classes taken, topic taught, topic left or undone and

involvement in other work of individual teachers of the department. For effective operation of curriculum, the college has been maintaining close network with the affiliating university

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

An academic calendar has been prepared by the Academic Council of the college as per the Academic calendar of the affiliating University (Dibrugarh University). The Academic Council prepares the time schedule of various academic activities of the college such as- admission notification, commencement of classes, freshmen social, internal (sessional) examinations, student union election, college week, celebration of various divas etc connection with the academic calendar of affiliating university. In the academic calendar of the college, the list of holidays is also included in connection with the list of holidays of affiliating university and the government of Assam. For the conduct of Continuous Internal Evaluation (CIE), the Internal Semester Monitoring Committee (ISMC) has been formed by authority of the college. The ISMC circulates the notification and prepare programme for holding internal (sessional) examination, home assignment/seminar among the students to the each department of the college as per the academic calendar of the college in connection with affiliating university.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic

E. None of the above

bodies during the year. Academic council/BoS of Affiliating University
 Setting of question papers for UG/PG programs
 Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
 Assessment /evaluation process of the affiliating University

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

1.2 - Academic Flexibility

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

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

1

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

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

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

00

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

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

00

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

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

1.3 - Curriculum Enrichment

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

The college deals with these issues as follows:-

Environmental Education:

Environment education has been incorporated in the affiliating university's regular curriculum in Under Graduate level as compulsory course. Moreover, under the active involvement of the committee for Extension Activities and Community Service conducted by NSS (Harhi College Unit), a few programme on environmental issues are organized in the college and around the neighborhood community such as plantation programme, awareness programme on the need of protection of environment are organized among the students to create awareness on various environment issues.

Human Right:

Human rights have been incorporated in the affiliating university's regular curriculum in Under Graduate level as compulsory course. The aim of the course is to provide knowledge about human rights and values to the students in a comprehensive manner, to understand the different issues, problems and challenges of human rights in contemporary world, to sensitize the students about human right and values suffering and identify the cases of human rights violation so that the students can be aware about the sources of remedies for justice.

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

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

1

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	No File Uploaded

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

17

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

250

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

90

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The institution assesses the learning levels of the students and organizes special programmes both for advanced and slow learners. The Institution assesses the learning levels of the students through Presentation, Group Discussion, Home Assignment etc. on regular basis and finally End- semester examinations. Moreover, some tutorial classes are held by the English Department for the slow learners.

The following approaches are adopted for advanced learners:

1. More challenging work in the form of projects and home assignments
2. A well designed Language Lab
3. A well-stocked library having sufficient facilities with advanced reference
4. Merit scholarships and Prizes
5. Encourage to participate in College week, Inter-college competitions
6. Free internet access within the college campus
7. Counselling by eminent scholars to appear for competitive

examinations

8. Encourage to participate in different Career fairs, seminars and workshops etc.

On the basis of interactions and assessment tests during classes, weaker students are identified and strategies are taken up to level up the slow learners are as follows:

1. Frequent meeting and communicating with the weaker students to remove their weakness
2. Organizing remedial classes by every department
3. Counselling the weaker students

Monitoring the progress of the students through written assignments

File Description	Documents
Link for additional Information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
500	32

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

As we all know that Experience is the best teacher in our life which is acquired by learning something from our surroundings. It is also believed that Participative and Innovative Pedagogies are used to achieve the goal of experiential learning. So, combine application of old and new kinds of method of teaching are applied for learning which is made more student-centric.

Student-centric methods are an integral part of the pedagogy adopted by the faculties for which the college provides all

possible support. Besides the scope of theoretical knowledge, various student-centric learning methods, e.g.: workshops, seminars, quiz competitions, group discussions, educational trips, institutional visit, case study based research projects, internship etc. have been adopted in order to motivate the students. **Student-Centric Methods:**

Ø Smart classrooms

Ø Interactive projectors and smart boards

Ø Personal laptops for all faculties

Ø Fully Wi-Fi campus

Ø Open access library

Ø Facility to download e-resources

Ø Digitization of lessons

Ø Fund allocation for institutional visits and excursions

Ø Institutional book grant in addition to UGC grant

Ø Fund for purchasing of laboratory instruments, equipment and materials for practical

Ø Fund for organizing workshops, seminars and conferences

Students are encouraged to participate in National Seminar.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

Teachers use ICT tools for developing the effective teaching-learning process for creating learning environment of the institution which is conducive to developing creative and critical thinking as well as scientific temper among the

students. Faculties are being provided with the requisite facilities for preparation of computer aided teaching-learning materials. Modern teaching aids are available in the college which is used for teaching-learning process through ICT for acquiring modern knowledge at present. Both faculty and students have access to the following modern teaching aids:

1. Classes are done through WhatsApp, Google Meet, Zoom by the use of modern technology.
2. Desktop, Laptop, Projector, Internal connectivity, Printer, Scanner, Pen drive, Microphones, Digital Library are now available in the college.
3. Administrative and Academic activities are also greatly facilitated by active use of Google drive /Google docs/Google forms are sharing resources and collaborative learning.

Hence, the ICT tools help students to assess their own knowledge and potential.

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

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

2.3.3.1 - Number of mentors

32

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

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year**32**

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

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year****0**

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers****6720 MONTHS**

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The college has an Internal Examination Committee which notifies and coordinates all departments to commence all the internal examinations, e.g.: sessional, mid-term, selection test examinations of the college before the commencement of End Term Semester Examination of the CBCS mood. Continuous Internal Assessment valuation of students is done under the guidance of each department through innovative teaching pedagogues and techniques and the attendance of the students is strictly monitors. The committee also designs a Time Table for each examination for 20 marks covering Sessional Test, Group Discussion/Home Assignment, and Seminar. The examination process includes setting of question papers, evaluation of answer scripts and displaying the result on each departmental Notice Board within a stipulated time. Final Evaluated scripts are shown to the students if anyone desires to look at. If any discrepancy like mistakes in question paper, mark allocation, correction is noticed by the students, the concerned teacher will resolve the discrepancy, and the necessary corrections are to be made. If a student is not satisfied with the marks awarded even after resolved by the teacher, then the student may represent the same to the HOD of the concerned department. The decision of the HOD is final.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The college has some grievances about the performance of the students in the Internal Examination. However, there is a Grievance Cell in the college regarding the monitoring the Internal Examination which is composed mainly of senior teachers of the college. But if any grievances arise relating to the student's internal assessment, the cell calls upon the aggrieved students to appear before the cell. The college follows strictly the guidelines and rules issued by the affiliating university while conducting both internal and End-Semester examinations.

Besides, the college has strict guideline to inform the parents

about their children's performance in the examinations through SMS, WhatsApp and Mail. Students are counseled by the faculty mentor of the concerned department. The college has also rules for conducting remedial classes for students who have failed in the examinations. Retest for the Internal Assessment are conducted for Students who remain absent for internal examinations due to genuine reason, duly signed by their parents. Moreover, there is a provision for conducting a Guidance Meet every alternate six months for discussing the discrepancy of the students and trying to find out the solution.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Program and Course outcomes have been designed for students and other stakeholders aiming to make the students ready and equipped with knowledge and skill required for future. The college has stated graduate attributes and learning objectives. To attain these attributes Programme Outcomes (POs) and Programme Specific Outcomes (PSOs) for all academic programmes are stated by the Institute as per guidelines of NAAC.

The students are made aware through Orientation Programmes for the new students at the beginning of new semester every year. Students are guided with required mentoring so that they can achieve the desired outcomes. The syllabus of each programme provides clear information about the learning outcomes of different programmes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The institution has an Internal Semester Monitoring Committee, headed by a Coordinator and composed by Five Senior Teachers as member. The institution follows the syllabi laid down by the affiliating university for all its subjects under the guidance of this committee. Besides, each department has its own Monitoring Committee and conducts its internal meetings in revising the courses of their respective departments indicating the changes in contents, credits and pedagogy. At the beginning of every semester, every Departmental Committee, headed by HOD reviews and endorses the course outlines before it is circulated to the students. The Institution has evaluated the attainment of programme outcomes, programme specific outcomes and course outcomes during the year through Mid-Term and End-semester examination, assignment, presentation etc. The final outcome of the course is evaluated through the performance of the students that is analyzed at the end of each semester examination.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

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

105

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

www.harhicollege.com

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

Nil

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

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

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

Nil

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

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year**1**

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

3.2 - Research Publications and Awards**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year****Nil**

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

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year****16**

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

3.3 - Extension Activities

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

Programme on Culture and women

On 08/12/2021 Harhi College women Cell in Collaboration with IQAC, organised an extension Programme in the conference . Mr Monoranjan Bordoloi, Asstt. Prof Dhakuakhana College has inaugurated the meeting. Resource person was Mrs. Leena Moni Saikia. 83 Nos. of Students and 16 Nos of teachers were Present at that Programme. Lastly the secy. of women Cell Harhi college, Mrs Karabi Gogoi has forwarded the votes of thanks to inaugurated resource person, Guest and other Participants.

NSS Special Camp Dated from 7th Feb to 13th Feb 2022

Harhi college NSS unit , in collaboration with IQAC & Village Development committee, of Na-Kapahua at adopted village organized a special camp. The program was held from 7th Feb to 13th Feb 2022. The main determining theme of this programme is health, Hygiene, Nutrition and women Empowerment. For the grand success of this programme various lectures and handson activities have been taken up by the organisers.

World Environment Day Dated- 5th June 2022

Harhi college NSS unit in collaboration with Eco Club Harhi college observed Environment day on 5th June, 2022 at adopted village of Na-Kapahua. The main theme of this programme is Awareness on Sustainable Living and Understanding of Carbon dioxide Green House and Climate change.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

Nil

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

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

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

3

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

219

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

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

3

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

4

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

As per the requirement of its student's enrollment capacity the College has adequate infrastructure and physical facilities for teaching staff and students. The college buildings have 24 numbers of well ventilated and adequate lighting classrooms .

There are two numbers of laboratories for the Department of Education and Anthropology. The college has facilitated its students with a well-equipped Language lab funded by RUSA. The college has 8 numbers projectors along with same numbers of smart boards. Moreover, it has owned 6 numbers of LCD for digital class. There are two seminar hall with LCD projector and a generator and Solar Energy system for backup of power. There is a teachers' common room with comfortable sitting arrangement and also the separate department's rooms for 10nos. of departments. There is a separate Student Union Office room . The college has one Student Rest Room in front of the college premises. There are separate boys' and girls' common room with drinking facility, canteen. A RUSA funded hygienic toilet facilities along with separate toilet facilities available for the students. There are drinking facilities with 3 numbers hygienic filtering system along with 2 nos. of purifier drinking water facility at its building surroundings.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

The college is in its developing stage regarding games and sports activities. The College could able to facilitate in cultural activities, sports, games (Indoor-Outdoor), Gymnasium, Yoga Centre etc. for its students. The college has a standard facility of cultural activities. The college has owned some cultural instruments and the students have given cultural teaching in the institution by some contractually qualified persons. There is a sufficient playground in front of the institution. Most of the outdoor games like Football, Volleyball, Cricket, Kabadi, Athletic etc. events are played in the playground by the students. The college has an Indoor Stadium and a Multi-Gymnasium hall in its campus. This indoor stadium has the facilities of Badminton, Lodo, Chess and the Table Tennis games. A huge portion of the students play these games in this stadium. The college has a multi-gymnasium hall with the opportunity of physical exercise like Body Building, Weight Lifting and Arm Wrestling etc. to the student of this institution. There are also the facilities of Yoga teaching for

its students. The college has been organized yoga training for the students in time to time. College has been invited some qualified resource persons for this practice.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

26

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

9

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

64,95,042/-

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

4.2 - Library as a Learning Resource

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

The Harhi College Library was established with the establishment of the college in 1998. The library has a collection of more than 9000 reading materials which includes texts, references, rare books, special collection of books on Current affairs, Career oriented, Medicinal Plants, Philosophical etc. Local Area Network (LAN) using SOUL software has been installed for automating in-house activities and services of the library for fast transaction of the library resources. The Library has newly taken the membership of the INFLIBNET, Ahmedabad. The library has been provided with internet connectivity for accessing e-resources.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

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

D. Any 1 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

40,987/-

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

4370

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

4.3 - IT Infrastructure

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

The college has well equipped with frequently updates its IT facilities including Wi-Fi systems. That is why the campus has well facility of internet system. The whole premises of the

college is encompasses by two numbers of Wimax internet set and 4 sets of Jio Wi-Fi sets. During the class times the teachers of the institution have taken the net facility from these Wimax Wi-Fi systems. The wimax sets have 16th numbers flexible links and that fulfills the necessity of internet of the faculties. Moreover, it is noted that there have 4 Jio-wifi sets in the college and the working officials have taken the internet facility from these jio-wifi sets.

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

4.3.2 - Number of Computers

70

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

64, 95, 042 . 54/ -

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

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The College has a standard system and procedures. There are an Academic Council headed by Principal and all the Departments Heads. The Vice-Principal looks after the activities including arrangement, adjustment and accommodation of Class room and related activities. The IQAC leads to maintaining to develops the intellectual activities of the faculties and the students. There are different Committees to look after and maintaining and utilizing physical, academic and support facilities too. The college has two numbers of laboratories with sufficient equipment and that maintained by the authority of the college by employing expert persons from outside. The College has its own mechanism for the maintenance of its computers and its related equipment from time to time. Campus Development Committee is specifically formed to look after the affairs of the campus such as sanitization, cleanliness, beautification, drinking water etc. There is a library committee under the chairmanship of the principal for smooth running of the library. The sports complex of the college is situated at nearby of the main building which is maintained by the authority of the college with the consultation with administrative and academic stuff, student organization and alumni. There has a strong Student Union too.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

139

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

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

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

2

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

B. 3 of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

5

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

5

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

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

B. Any 3 of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

5

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

5

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

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

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

government examinations) during the year

5

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

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

0

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

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

The college has a student council named Harhi college students union. The union has a written constitution. As per the constitution, the union body is comprised of student representatives bearing deferent portfolios. The students council consists of following 11 portfolios, namely 1.President 2.Vice President3.General secretary 4 Asst .General Secretary 5.Social service Secretary 6.Cultral Secretary 7.Gymasim Secretary 8.Games and sports secretary. 9. Magazine Secretary.10.Boys Common room secretary 11.Girls Common room Secretary. The duration of the student union body is one year.

The union has a written constitution detailing the deferent portfolio, criteria for efficiency to contest election, power and activities. The new UGC guideline and the Supreme court's verdict the president of the student union is elected from the students. To maintain the usual expanses, the body has its own fund collect from every student the time of admission and deposited in student union account.

Students give active participation by dent of being members of various committees in the college of which mention may be made of the following committees where student members include viz. Campus development committee, Grievance and Redressel cell, Women cell and Anti ragging cell, IQAC etc

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

6

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

5.4 - Alumni Engagement

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

The College has a strong Alumni Association . The Alumni Association contributed one lakh (1,00,000) for the construction of play ground boundary wall. Alumnis are engage in different kinds of activities in the college.

Due to some technical problems till today they are not registered. But the process is going on.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The governance of the institution is in accordance with the vision and mission statement reflecting the goals and its objectives of the institution. Keeping in mind the Vision and Mission statements of the institution, the College Leadership has taken a number of steps for fulfillment of its vision and mission. The institution strives to impart a holistic education that will enable the students to face the challenges of a rapidly changing society and groom them into empowered, environmentally conscious and socially responsible members of the community.

A number of different committees have been constituted under the leadership of the Principal. Regular meetings and periodical assessments are conducted by the committees from time to time and submitted the reports to the IQAC.

The college follows decentralize Governance even to the bottom

level which helps the institution to accomplish the vision and its mission. The perspective plans are formulated by the IQAC after which it is forwarded to the Governing Body for final approval. All important decision for all round development of the college are taken by G.B. in its frequently held meeting, next to the G.B, the principle who is the executive head and drawing disbursing authority of the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

The Management along with the College Development Council and the IQAC discusses and approves important administrative issues such as budget, admissions, results etc. The top Management of the institution in consultation with the Principal provides leadership in all academic and institutional practices. The Principal co-ordinates with the HOD's of all Departments. The institution's democratic principles of decentralization and participative management are also reflected through involvement of staff members, non-teaching staffs and students in various committees and cells to carry out different activities.

Besides, we have Academic Council to look after the entire gamut of academic works. The committee for Extension Activities and Community Service performs community service activities and maintains a reciprocal relationship between the college and the society for the greater benefit of the public and the institution. For overall development of the college and all round development of students a few other committees have been constituted like Campus Development Committee to look after the beautification, Sanitation and cleanliness of the campus; Research Advisory Committee to encourage and research works; Career Counselling and Guidance Cell for academic guidance, Grievance Redressal Cell to tackle the grievances, Women Cell to take care of the problems of women students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Online training programmes for both teachers and students were organized by IQAC along with the Academic Council representatives and trainers to familiarize them with the virtual platform for live classroom teaching.

The practice was started in 2016 and it functions in the following pattern:

1. Whiteboard that can be used both by students and teachers.
2. Easy scheduling of classes by teachers and prompt notification to students.
3. Easy uploading of study material in "students' backpack" for smooth access of the same by students.
4. Screen sharing facility for quick sharing of PPTs, audio/video clip/Word/PDF, etc. cetera

Easy arrangement and smooth special lecture sessions delivered by invited speakers are organized and future access to the same by both teachers and students is facilitated.

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

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

The institution has various bodies

1. Governing Body:

The Governing Body as per the Constitution of the college has 10 members in all. It comprises of the President, Secretary, two teacher representatives, one non teaching member, 2 University nominees and 3 guardains members.

a) Administrative Set Up:

The Secretary and the Principal form the nucleus of the administration with the former in all financial matters. The Principal along with the IQAC Coordinator, Departmental Heads, the President and the Secretary of Teaching Staff, Convenors of various Committees and the President and the Secretary of Students Union coordinates and mobilizes the entire work process of the college.

b)The Functions of Various Bodies:

Different Committees are set up with teacher Convenors as head who are responsible to carry out the functions of their respective committees.

The Library Advisory Committee advises regarding the library materials, improvement of library.

There are different committees which aim to deliver to the society in numerous ways like NSS, Social Welfare Committee, Debate Society, College Magazine Committee, Women's Cell etc.

The Career Counselling and Guidance Cell looks after the career prospects and placement of the students. The Academic Council takes care of the class schedules and plan for the academic year.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	http://www.harhicollege.org/upload/miscellaneous/Organogram%20of%20Harhi%20College.pdf
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

Many welfare schemes are available in the college such as Employment Provident Fund, Gratuity, Casual Leave, Maternity Leave, and Basic Medical Aid. Moreover, the College undertakes various welfare activities for both the teaching as well as non-teaching staffs. All the statutory leaves are granted to the faculty members and 'On Duty Leaves' are given to the teaching staffs for attending Orientation Programme and Refresher Course. The College encourages the faculty members to attend Seminars and Conferences. The college supports the endeavour of the teaching faculties for applying for Major and Minor Research Projects. The faculty as well as the staffs of the College can get easy loans which are arranged by the College SikshakKalyan Nidhi. The College provides financial support for this. The Grievance redressal mechanism is there for all staffs.

The non-teaching staffs get the benefit of Gratuity linked LIC Policy. The Group D staffs are provided with conveyance allowance, lunch allowance, winter and summer uniforms. Common space is provided for Group D ministerial staffs.

During the beginning of each academic session, notices are put up for the staffs of the college providing information of the medical facilities, discounts and tie-ups with hospitals and nursing homes.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

16

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

There is an Internal Performance Appraisal system for Teaching and Non-teaching staff headed by the Principal of the Institution. The Principal monitors and evaluates the

performance of its entire staff and the overall performance annually.

The Institution follows the Performance Appraisal System laid down by the UGC and implemented by University of Dibrugarh in the Form of Performance based appraisal system the Minimum norms of Selection Committee, Selection Procedure as well as API Score Requirements for the Different cadres.

Teachers are permitted to go for orientation and Refresher courses as per UGC guideline. The college authority provides necessary permission for leave from the G.B. The faculties are encouraged to participate in Seminars and Workshop.

Every confidential Report of Teaching and Non-Teaching Staff is prepared by Principal . The Process is designed to explore the individual professional skills and progress of employees and their participation in Academic, Research, Curricular and Co-curricular activities which in turn lead to the overall development of the Institution. Performance Appraisal System is implemented for both teaching and non-teaching staff. The Appraisal System for performance review is conducted by the Appraisal Committee and Chairperson of IQAC is head of the Committee.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

Institution conducts internal audit on a continuous basis which is conducted by a Chartered Accountant (CA) appointed by the Management who is responsible for the entire internal audit and is completed till financial year 2021-22. This helps in review of funds, planning and preparing budget of the next financial year.

The External Financial Audit has been applied for approval which is conducted by the State Government through the Joint Director

of Higher Education, Govt. of Assam.

In case of UGC grants, an account is prepared in the required format on completion of the sanctioned project/seminar/workshop/conference, etc. which is first audited by the CA, and then submitted to the UGC. A no-objection certificate is received after settlement of accounts. Audit objections, if any, in case of all the above audits are complied with promptly by the Accounts section of the College, and the CA is also consulted whenever required.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

0

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

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

Effective use of available resources is ensured through proper system. The Governing Body is the management authority, taken all decision of the financial implication. The Principal of the college is entitled the methods of financial dealings and carry on transaction in bank of financial implication of the college. All financial transactions are done only in his permission and signature. Provisions have been made for internal audit of the college. The internal audit is conducted by CA, appointed by the

Management who is responsible for the entire internal audit. Internal audit of every financial year has been done and kept up to date.

The major sources of funding in the college are:

- State Government grant for salary.
- Development fund from UGC.
- Collection of fee from students.
- The Government fund for development and other academic purposes from UGC; sometimes aid from State and Central Govt.
- MLA's and MP's Fund.
- Establishment fee from students for college development fund; parents' and alumni's contribution.
- Revenue collection from 'Fishery' which is given on lease for five years.

Revenue collection from 'Muga plantation' given on lease for two years.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

IQAC of the institution is constantly working on the quality improvement in various fields. Under the guidance of IQAC, the Academic Council prepares detailed academic plan and academic calendar. IQAC is also adopted quality improvement strategies in curriculum development, teaching-learning, examination and evaluation, research and development.

Besides, IQAC has contributed significantly two contributions for institutionalizing the quality assurance strategies and processes which are spelt as under:

- Maintenance of departmental Teachers' Diary:

The Institution has been maintained a system of keeping

Departmental Diary where daily activities of individual teachers are recorded. In the diary a teachers is to record the time and topic of classes taken, committee or student related activities other than teaching involved and the leave availed if any. It develops the teachers' commitment and brings in accountability.

- **Maintenance of Students' Diary:**

In this practice every student is provided Student Diary in which a student is required to record his/her daily class attendance, submission of home assignment, participation in various extension and co-curricular activities, library studies etc. The teacher checks the diary of individual student from time to time and extends guidance to the students. This practice helps increase students' class attendance, diligence, punctuality and library study.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Regular departmental meetings are held to continuously review the teaching-learning process. Reports of the outcomes in such meetings are communicated to the Principal for appraisal.

- **Principal, Vice-Principal along with the Examination Committee monitors the performance for the various departments regarding the examination results.**
- **Academic Committee prepares the class routine at the beginning of every academic year in compliance with the credit point given by the University.**
- **Internal Examination Committee prepares all necessary arrangements following the Dibrugarh University Examination Guidelines before commencing any examination.**
- **Class representatives bring it to the notice of the HOD if any difficulty is encountered by them in the Teaching-Learning aspect.**
- **Regarding the outcome from such reviews, considerable improvements can be seen in the Teaching-Learning aspect.**

- Every teacher is expected to submit a work done report periodically on teaching learning process and co-curricular and extracurricular activity. Every year teacher is expected to fill annual Performance Based Appraisal Form which IQAC scrutinizes for API verification.
- IQAC organizes departmental presentations and discussion sessions to share and exchange the various teaching methodologies adopted. IQAC also organizes training sessions for defining learning outcomes and also for its attainment.

IQAC has constituted a feedback committee which seeks feedback regularly from all stakeholders.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

C. Any 2 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

As a co-education institution all students have equal right and privilege in our college. Our teachers always consult with the students and advice and try to solve their problems which are related to the gender sensitivity. We organise different counselling programme both in college and hostels by the help of women cell. The cell observes "Women's day" every year. There are separate common rooms and toilets for both boys and girls. A set of girls' toilets is attached with the girls' common room. The girls' common room secretary communicates with the principal as well as with women cell in every aspects relating with any issue of girls. The college has a Grievance and Redressal cell which is maintained by a committee comprising from teaching and non-teaching staff and students. The institution installed CCTV cameras in some particular places, like, campus, classrooms, hostel, etc. Some committees like Antiragging committee, Grievance and Redressal cell, and Women cell are working effectively as per guidelines of UGC. In the girls' hostel of the college a lady warden is appointed who takes the responsibilities of the girls' residing in the hostel.

File Description	Documents
Annual gender sensitization action plan	<u>The Institution will take various measures like observation of International Women's Day, Yoga Day, along with gender sensitization programme in Girls' Hostel, Departmental level, in nearest village under NSS & Women cell</u>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<u>CC camera covering the entire campus, Awareness Programme, Teachers' Common Room, Girls' Common Room, Women's Cell Room, Separate Washroom for women etc.</u>

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

C. Any 2 of the above

bulbs/ power efficient equipment

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

The college undertakes certain waste management as follows-

Solid waste Management: The College has provided dustbins in proper places for throwing waste papers and other garbage. Bio-degradable and non-degradable waste bins are placed in classrooms and academic buildings. Two persons engaged for time to time sweeping the dead leaves of trees and other waste materials, plastics, polythene etc. Which are not decomposed easily have to be timely burnt in secure places for decomposing. A separate solid waste incinerator is there at Girls' Hostel for non-degradable wastes management. Moreover, sometimes, the NSS unit of the college organises "Swacha Abhijan" to clean of the campus.

Liquid waste management: The College has provided sufficient separate sanitation system for the students and the college staff. It is maintained proper draining to go out the dirty wastes from the toilet and the rain waters. Liquid wastes from toilets are disposed of in soak pits.

E-waste management: E-wastes such as computers, batteries, and other electrical and electronic parts are sold directly to vendors which ultimately lead to safe disposal.

Chemical and Radioactive Waste: As we don't have any use option of any chemical and any radioactive device, hence no waste produces in these sections.

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

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

C. Any 2 of the above

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

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

- 1.Restricted entry of automobiles**
- 2.Use of Bicycles/ Battery powered vehicles**
- 3.Pedestrian Friendly pathways**
- 4.Ban on use of Plastic**
- 5.landscaping with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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

7.1.6.1 - The institutional environment and **D. Any 1 of the above**

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

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

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

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

The students of our college are from diverse cultural, regional, and socio-economic backgrounds and thus offer an all-inclusive and favorable learning environment to the students. The college believes in the concept of "Unity in Diversity" and offers them with an all-inclusive environment that integrates them into the socio-cultural ethos. We celebrate as many festivals and awareness days, as possible to bring the diverse array of students of the college together. The college motivates and engages the students by administering cultural and artistic programmes like celebration of "Swarasati Puja", instituting regional holidays like "Me-Dam-Me-Phi" and "AliAye-Ligang" etc. College provides the staff with opportunities to utilize two restricted holidays in accordance to the list given by the Government of Assam and their own linguistic communities and cultural identities. We encourage the students to showcase their cultural heritage and provide them the platform for the same through the organisation of functions like college week, freshmen social. We celebrate Independence Day, Republic Day, and National Unity Day etc. to kindle the patriotism of students. The college also celebrates major world awareness days like International Women's, World environment day etc.

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

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

The college takes immense pride in inculcating the constitutional spirit within the members of the college. It takes proactive steps towards inculcating values among the students and staff, by providing opportunities to participate and celebrate commemorative and national days of importance. This helps in strengthening the spirit of nationalism and inculcates the values in terms of honoring/paying respect to the legendary personalities of India. The ideals taught by them like truth and non-violence, equality and equity are thus instilled

in the young minds that help in strengthening the roots of democracy. The Institution has held several programs like Human Rights day, National Girl Child day, women's day etc. to sensitize its employees and students to constitutional rights, duties, values and responsibilities. Farther our University has introduced two Human Rights paper at 3rd & 4th semester to introduce constitutional rights and duties of the students.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

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

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

Our institution celebrates all the national festivals as well as the Birth and Death anniversaries of our national leaders and

great personalities of our state. The Independence Day and Republic Day are celebrated with great Zeal. During the year the International Women's Day, Independence Day, Republic Day, world environment day, International Yoga Day etc. were celebrated and organized by the College. During the Independence Day and Republic Day the national flag is hoisted in the college premises and in the college hostels. The NSS volunteers of the college are assigned with the responsibility of making necessary arrangements for smooth conduct of the events. Farther, the college observes with religious fervour the birth anniversary of Srimanta Sankardeva by paying obeisance to the great saint of Assam.

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

7.2 - Best Practices

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

BEST PRACTICE-I

1Title:- Today's word

2Objectives:

1.Develop stock of vocabulary

2.Increase competitive environment and knowledge

3.The Context: The College feels the need of some special practice in addition to the existing system for students in learning process.

4.The Practice: In every working day two boards hang by appointed employee in two convenient places. These contain a specific word/ Phrase, its pronunciation and its meaning both in Assamese and English.

5.Evidence of Success:

- Positive response from the students
- A gradual improvement in students

6.Problems:

-Sometimes teacher in-charges couldn't prepare the next day's word due to urgent engagement

BEST PRACTICE- II

1.Title: Girl Child Adoption

2.Objectives:

- To encourage and ascertain education of poor but meritorious girls
- To ascertain gender equality.

3.The Context:

To support the adopted girls at least up to the graduation level with ample support for carrying out higher education.

4.The Practice:

The College adopts one poor but meritorious girl every year getting her selected by a committee Constituted by the Principal.

5.Evidence of Success:

- The parents appear happy at the prospect of their daughters becoming graduates in future.

6.Problems:

The practice requires spending a bearable amount of funds. There is the problem of plenty in terms of choosing beneficiary.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

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

Our college gives priority in teaching learning and all round development of faculty as well as the students. Keeping relationship with times, the college has paid more importance on ICT practices in this regard. Thus, the teachers are trying to use ICT with their best efforts basically during the COVID period. Automated Library and internet facilities have been adopted to assist in teaching-learning process. Our dynamic website is regularly updated to provide all vital information related to the institution. Students' participation in planning, collaborating, executing and managing activities in all spheres generates a learner-centered environment, positive attitude, leadership qualities, oneness, sportsmanship and self-awareness, leading to personality development. Well equipped Library facilities enable faculty members to publish research papers in various reputed international journals. The college is situated in a unique place in the fields of art, literature and culture. The diverse dialects, customs, traditions and culture of this region also make this area a variable paradise for the study of Art and Culture. Effective student participation in sports and cultural events reflect success of our extracurricular activity.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Curriculum of the Undergraduate is designed by the affiliating university i.e. Dibrugarh University. For effective implementation of curriculum, annual action plan is prepared by IQAC in consultation with Academic Council and other bodies of the college. The Academic Council prepares prospectus, general daily class Routine and Academic Calendar in conformity with the Academic calendar of the affiliating university. Each department distributes classes among the faculties and Departmental course plan which are displayed in the Departmental Notice Board for students' knowledge and information. For the smooth transaction of the curriculum, the college has always received a positive response from the affiliating university and good support from the college authority. The entire academic activities and their smooth functions are looked after by the Academic council in consultation with the IQAC. The HoD's Diary and Teachers' Diary are regularly maintained for keeping record of daily activities including classes taken, topic taught, topic left or undone and involvement in other work of individual teachers of the department. For effective operation of curriculum, the college has been maintaining close network with the affiliating university

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

An academic calendar has been prepared by the Academic Council of the college as per the Academic calendar of the affiliating University (Dibrugarh University). The Academic Council prepares the time schedule of various academic activities of the college such as- admission notification,

commencement of classes, freshmen social, internal (sessional) examinations, student union election, college week, celebration of various days etc connection with the academic calendar of affiliating university. In the academic calendar of the college, the list of holidays is also included in connection with the list of holidays of affiliating university and the government of Assam. For the conduct of Continuous Internal Evaluation (CIE), the Internal Semester Monitoring Committee (ISMC) has been formed by authority of the college. The ISMC circulates the notification and prepare programme for holding internal (sessional) examination, home assignment/seminar among the students to the each department of the college as per the academic calendar of the college in connection with affiliating university.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

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

E. None of the above

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

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented****1**

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

1.2.2 - Number of Add on /Certificate programs offered during the year**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)****00**

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year**00****1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year**

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

1.3 - Curriculum Enrichment

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

The college deals with these issues as follows:-

Environmental Education:

Environment education has been incorporated in the affiliating university's regular curriculum in Under Graduate level as compulsory course. Moreover, under the active involvement of the committee for Extension Activities and Community Service conducted by NSS (Harhi College Unit), a few programme on environmental issues are organized in the college and around the neighborhood community such as plantation programme, awareness programme on the need of protection of environment are organized among the students to create awareness on various environment issues.

Human Right:

Human rights have been incorporated in the affiliating university's regular curriculum in Under Graduate level as compulsory course. The aim of the course is to provide knowledge about human rights and values to the students in a comprehensive manner, to understand the different issues, problems and challenges of human rights in contemporary world, to sensitize the students about human right and values suffering and identify the cases of human rights violation so that the students can be aware about the sources of remedies for justice.

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

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

1

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	No File Uploaded

1.3.3 - Number of students undertaking project work/field work/ internships**17**

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	C. Any 2 of the above
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File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

250

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

90

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The institution assesses the learning levels of the students and organizes special programmes both for advanced and slow learners. The Institution assesses the learning levels of the students through Presentation, Group Discussion, Home Assignment etc. on regular basis and finally End- semester examinations. Moreover, some tutorial classes are held by the English Department for the slow learners.

The following approaches are adopted for advanced learners:

1. More challenging work in the form of projects and home assignments
2. A well designed Language Lab
3. A well-stocked library having sufficient facilities with advanced reference
4. Merit scholarships and Prizes
5. Encourage to participate in College week, Inter-college competitions
6. Free internet access within the college campus
7. Counselling by eminent scholars to appear for competitive examinations
8. Encourage to participate in different Career fairs, seminars and workshops etc.

On the basis of interactions and assessment tests during classes, weaker students are identified and strategies are taken up to level up the slow learners are as follows:

1. Frequent meeting and communicating with the weaker students to remove their weakness
2. Organizing remedial classes by every department
3. Counselling the weaker students

Monitoring the progress of the students through written

assignments

File Description	Documents
Link for additional Information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
500	32

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

As we all know that Experience is the best teacher in our life which is acquired by learning something from our surroundings. It is also believed that Participative and Innovative Pedagogies are used to achieve the goal of experiential learning. So, combine application of old and new kinds of method of teaching are applied for learning which is made more student-centric.

Student-centric methods are an integral part of the pedagogy adopted by the faculties for which the college provides all possible support. Besides the scope of theoretical knowledge, various student-centric learning methods, e.g.: workshops, seminars, quiz competitions, group discussions, educational trips, institutional visit, case study based research projects, internship etc. have been adopted in order to motivate the students. Student-Centric Methods:

Ø Smart classrooms

Ø Interactive projectors and smart boards

Ø Personal laptops for all faculties

Ø Fully Wi-Fi campus

Ø Open access library

Ø Facility to download e-resources

Ø Digitization of lessons

Ø Fund allocation for institutional visits and excursions

Ø Institutional book grant in addition to UGC grant

Ø Fund for purchasing of laboratory instruments, equipment and materials for practical

Ø Fund for organizing workshops, seminars and conferences

Students are encouraged to participate in National Seminar.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

Teachers use ICT tools for developing the effective teaching-learning process for creating learning environment of the institution which is conducive to developing creative and critical thinking as well as scientific temper among the students. Faculties are being provided with the requisite facilities for preparation of computer aided teaching-learning materials. Modern teaching aids are available in the college which is used for teaching-learning process through ICT for acquiring modern knowledge at present. Both faculty and students have access to the following modern teaching aids:

1. Classes are done through WhatsApp, Google Meet, Zoom by the use of modern technology.
2. Desktop, Laptop, Projector, Internal connectivity, Printer, Scanner, Pen drive, Microphones, Digital Library are now available in the college.

3. Administrative and Academic activities are also greatly facilitated by active use of Google drive /Google docs/Google forms are sharing resources and collaborative learning.

Hence, the ICT tools help students to assess their own knowledge and potential.

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

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

2.3.3.1 - Number of mentors

32

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

2.4 - Teacher Profile and Quality

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

32

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

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

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

0

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

6720 MONTHS

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The college has an Internal Examination Committee which notifies and coordinates all departments to commence all the internal examinations, e.g.: sessional, mid-term, selection test examinations of the college before the commencement of End Term Semester Examination of the CBCS mood. Continuous Internal Assessment valuation of students is done under the guidance of each department through innovative teaching pedagogues and techniques and the attendance of the students is strictly monitors. The committee also designs a Time Table for each examination for 20 marks covering Sessional Test, Group Discussion/Home Assignment, and Seminar. The examination process includes setting of question papers, evaluation of answer scripts and displaying the result on each departmental Notice Board within a stipulated time. Final Evaluated scripts are shown to the students if anyone desires to look at. If any discrepancy like mistakes in question paper, mark allocation, correction is noticed by the students, the concerned teacher will resolve the discrepancy, and the necessary corrections are to be made. If a student is not satisfied with the marks awarded even after resolved by the teacher, then the student may represent the same to the HOD of the concerned department. The decision of the HOD is final.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The college has some grievances about the performance of the students in the Internal Examination. However, there is a Grievance Cell in the college regarding the monitoring the Internal Examination which is composed mainly of senior teachers of the college. But if any grievances arise relating to the student's internal assessment, the cell calls upon the aggrieved students to appear before the cell. The college follows strictly the guidelines and rules issued by the affiliating university while conducting both internal and End-Semester examinations.

Besides, the college has strict guideline to inform the parents about their children's performance in the

examinations through SMS, WhatsApp and Mail. Students are counseled by the faculty mentor of the concerned department. The college has also rules for conducting remedial classes for students who have failed in the examinations. Retest for the Internal Assessment are conducted for Students who remain absent for internal examinations due to genuine reason, duly signed by their parents. Moreover, there is a provision for conducting a Guidance Meet every alternate six months for discussing the discrepancy of the students and trying to find out the solution.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Program and Course outcomes have been designed for students and other stakeholders aiming to make the students ready and equipped with knowledge and skill required for future. The college has stated graduate attributes and learning objectives. To attain these attributes Programme Outcomes (POs) and Programme Specific Outcomes (PSOs) for all academic programmes are stated by the Institute as per guidelines of NAAC.

The students are made aware through Orientation Programmes for the new students at the beginning of new semester every year. Students are guided with required mentoring so that they can achieve the desired outcomes. The syllabus of each programme provides clear information about the learning outcomes of different programmes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The institution has an Internal Semester Monitoring Committee, headed by a Coordinator and composed by Five Senior Teachers as member. The institution follows the syllabi laid down by the affiliating university for all its subjects under the guidance of this committee. Besides, each department has its own Monitoring Committee and conducts its internal meetings in revising the courses of their respective departments indicating the changes in contents, credits and pedagogy. At the beginning of every semester, every Departmental Committee, headed by HOD reviews and endorses the course outlines before it is circulated to the students. The Institution has evaluated the attainment of programme outcomes, programme specific outcomes and course outcomes during the year through Mid-Term and End-semester examination, assignment, presentation etc. The final outcome of the course is evaluated through the performance of the students that is analyzed at the end of each semester examination.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

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

105

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

www.harhicollege.com

RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Resource Mobilization for Research**

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

Nil

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

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

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

Nil

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

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year****1**

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

3.2 - Research Publications and Awards**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year****Nil**

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

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year****16**

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

3.3 - Extension Activities

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

Programme on Culture and women

On 08/12/2021 Harhi College women Cell in Collaboration with IQAC, organised an extension Programme in the conference . Mr Monoranjan Bordoloi, Asstt. Prof Dhakuakhana College has inaugurated the meeting. Resource person was Mrs. Leena Moni Saikia. 83 Nos. of Students and 16 Nos of teachers were Present at that Programme. Lastly the secy. of women Cell Harhi college, Mrs Karabi Gogoi has forwarded the votes of thanks to inaugurated resource person, Guest and other Participants.

NSS Special Camp Dated from 7th Feb to 13th Feb 2022

Harhi college NSS unit , in collaboration with IQAC & Village Development committee, of Na-Kapahua at adopted village organized a special camp. The program was held from 7th Feb to 13th Feb 2022. The main determining theme of this programme is health, Hygiene, Nutrition and women Empowerment. For the grand success of this programme various lectures and handson activities have been taken up by the organisers.

World Environment Day Dated- 5th June 2022

Harhi college NSS unit in collaboration with Eco Club Harhi college observed Environment day on 5th June, 2022 at adopted village of Na-Kapahua. The main theme of this programme is Awareness on Sustainable Living and Understanding of Carbon dioxide Green House and Climate change.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

Nil

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

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

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

3

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

219

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

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

3

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

4

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning. viz., classrooms, laboratories, computing equipment etc.

As per the requirement of its student's enrollment capacity the College has adequate infrastructure and physical facilities for teaching staff and students. The college buildings have 24 numbers of well ventilated and adequate lighting classrooms . There are two numbers of laboratories for the Department of Education and Anthropology. The college has facilitated its students with a well-equipped Language lab funded by RUSA. The college has 8 numbers projectors along with same numbers of smart boards. Moreover, it has owned 6 numbers of LCD for digital class. There are two seminar hall with LCD projector and a generator and Solar Energy system for backup of power. There is a teachers' common room with comfortable sitting arrangement and also the separate department's rooms for 10nos. of departments. There is a separate Student Union Office room . The college has one Student Rest Room in front of the college premises. There are separate boys' and girls' common room with drinking facility, canteen. A RUSA funded hygienic toilet facilities along with separate toilet facilities available for the students. There are drinking facilities with 3 numbers hygienic filtering system along with 2 nos. of purifier drinking water facility at its building surroundings.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

The college is in its developing stage regarding games and sports activities. The College could able to facilitate in cultural activities, sports, games (Indoor-Outdoor), Gymnasium, Yoga Centre etc. for its students. The college has a standard facility of cultural activities. The college has owned some cultural instruments and the students have given cultural teaching in the institution by some contractually qualified persons. There is a sufficient playground in front of the institution. Most of the outdoor games like Football, Volleyball, Cricket, Kabadi, Athletic etc. events are played in the playground by the students. The college has an Indoor Stadium and a Multi-Gymnasium hall in its campus. This indoor stadium has the facilities of Badminton, Ludo, Chess and the Table Tennis games. A huge portion of the students play these games in this stadium. The college has a multi-gymnasium hall with the opportunity of physical exercise like Body Building, Weight Lifting and Arm Wrestling etc. to the student of this institution. There are also the facilities of Yoga teaching for its students. The college has been organized yoga training for the students in time to time. College has been invited some qualified resource persons for this practice.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

26

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

9

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

64, 95, 042/-

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

4.2 - Library as a Learning Resource

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

The Harhi College Library was established with the establishment of the college in 1998. The library has a collection of more than 9000 reading materials which includes texts, references, rare books, special collection of books on Current affairs, Career oriented, Medicinal Plants, Philosophical etc. Local Area Network (LAN) using SOUL software has been installed for automating in-house activities and services of the library for fast transaction of the library resources. The Library has newly taken the membership of the INFLIBNET, Ahmedabad. The library has been provided with internet connectivity for accessing e-resources.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	D. Any 1 of the above
--	------------------------------

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)
4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)
40,987/-

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)
4.2.4.1 - Number of teachers and students using library per day over last one year
4370

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

4.3 - IT Infrastructure

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

The college has well equipped with frequently updates its IT facilities including Wi-Fi systems. That is why the campus has well facility of internet system. The whole premises of the college is encompasses by two numbers of Wimax internet set and 4 sets of Jio Wi-Fi sets. During the class times the teachers of the institution have taken the net facility from these Wimax Wi-Fi systems. The wimax sets have 16th numbers flexible links and that fulfills the necessity of internet of the faculties. Moreover, it is noted that there have 4 Jio-wifi sets in the college and the working officials have taken the internet facility from these jio-wifi sets.

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

4.3.2 - Number of Computers

70

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

E. < 5MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

64, 95, 042 . 54/ -

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

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The College has a standard system and procedures. There are an Academic Council headed by Principal and all the Departments Heads. The Vice-Principal looks after the activities including arrangement, adjustment and accommodation of Class room and related activities. The IQAC leads to maintaining to develops the intellectual activities of the faculties and the students. There are different Committees to look after and maintaining and utilizing physical, academic and support facilities too. The college has two numbers of laboratories with sufficient equipment and that maintained by the authority of the college by employing expert persons from outside. The College has its own mechanism for the

maintenance of its computers and its related equipment from time to time. Campus Development Committee is specifically formed to look after the affairs of the campus such as sanitization, cleanliness, beautification, drinking water etc. There is a library committee under the chairmanship of the principal for smooth running of the library. The sports complex of the college is situated at nearby of the main building which is maintained by the authority of the college with the consultation with administrative and academic stuff, student organization and alumni. There has a strong Student Union too.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

139

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

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

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year
2

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

B. 3 of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year
5
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year
5

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

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

B. Any 3 of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

5

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

5

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

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

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

5

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

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

0

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

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

The college has a student council named Harhi college students union. The union has a written constitution. As per the constitution, the union body is comprised of student representatives bearing deferent portfolios. The students council consists of following 11 portfolios, namely
 1.President 2.Vice President 3.General secretary 4 Asst .General Secretary 5.Social service Secretary 6.Cultral Secretary 7.Gymasim Secretary 8.Games and sports secretary.
 9. Magazine Secretary.10.Boys Common room secretary 11.Girls Common room Secretary. The duration of the student union body is one year.

The union has a written constitution detailing the deferent portfolio, criteria for efficiency to contest election, power and activities. The new UGC guideline and the Supreme court's verdict the president of the student union is elected from the students. To maintain the usual expanses, the body has its own fund collect from every student the time of admission and deposited in student union account.

Students give active participation by dent of being members of various committees in the college of which mention may be made of the following committees where student members include viz. Campus development committee, Grievance and Redressel cell, Women cell and Anti ragging cell, IQAC etc

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

6

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

5.4 - Alumni Engagement

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

The College has a strong Alumni Association . The Alumni Association contributed one lakh (1,00,000) for the construction of play ground boundary wall. Alumnis are engage in different kinds of activities in the college.

Due to some technical problems till today they are not registered. But the process is going on.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	D. 1 Lakhs - 3Lakhs
File Description	Documents
Upload any additional information	View File
GOVERNANCE, LEADERSHIP AND MANAGEMENT	
6.1 - Institutional Vision and Leadership	
6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution	
The governance of the institution is in accordance with the vision and mission statement reflecting the goals and its objectives of the institution. Keeping in mind the Vision and Mission statements of the institution, the College Leadership has taken a number of steps for fulfillment of its vision and mission. The institution strives to impart a holistic education that will enable the students to face the challenges of a rapidly changing society and groom them into empowered, environmentally conscious and socially responsible members of the community. A number of different committees have been constituted under the leadership of the Principal. Regular meetings and periodical assessments are conducted by the committees from time to time and submitted the reports to the IQAC. The college follows decentralize Governance even to the bottom level which helps the institution to accomplish the vision and its mission. The perspective plans are formulated by the IQAC after which it is forwarded to the Governing Body for final approval. All important decision for all round development of the college are taken by G.B. in its frequently held meeting, next to the G.B, the principle who is the executive head and drawing disbursing authority of the college.	
File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

The Management along with the College Development Council and the IQAC discusses and approves important administrative issues such as budget, admissions, results etc. The top Management of the institution in consultation with the Principal provides leadership in all academic and institutional practices. The Principal co-ordinates with the HOD's of all Departments. The institution's democratic principles of decentralization and participative management are also reflected through involvement of staff members, non-teaching staffs and students in various committees and cells to carry out different activities.

Besides, we have Academic Council to look after the entire gamut of academic works. The committee for Extension Activities and Community Service performs community service activities and maintains a reciprocal relationship between the college and the society for the greater benefit of the public and the institution. For overall development of the college and all round development of students a few other committees have been constituted like Campus Development Committee to look after the beautification, Sanitation and cleanliness of the campus; Research Advisory Committee to encourage and research works; Career Counselling and Guidance Cell for academic guidance, Grievance Redressal Cell to tackle the grievances, Women Cell to take care of the problems of women students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Online training programmes for both teachers and students were organized by IQAC along with the Academic Council representatives and trainers to familiarize them with the virtual platform for live classroom teaching.

The practice was started in 2016 and it functions in the following pattern:

1. Whiteboard that can be used both by students and teachers.
2. Easy scheduling of classes by teachers and prompt notification to students.
3. Easy uploading of study material in "students' backpack" for smooth access of the same by students.
4. Screen sharing facility for quick sharing of PPTs, audio/video clip/Word/PDF, etc. cetera

Easy arrangement and smooth special lecture sessions delivered by invited speakers are organized and future access to the same by both teachers and students is facilitated.

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

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

The institution has various bodies

1. Governing Body:

The Governing Body as per the Constitution of the college has 10 members in all. It comprises of the President, Secretary, two teacher representatives, one non teaching member, 2 University nominees and 3 guardains members.

a) Administrative Set Up:

The Secretary and the Principal form the nucleus of the administration with the former in all financial matters. The Principal along with the IQAC Coordinator, Departmental Heads, the President and the Secretary of Teaching Staff, Convenors of various Committees and the President and the Secretary of Students Union coordinates and mobilizes the

entire work process of the college.

b)The Functions of Various Bodies:

Different Committees are set up with teacher Convenors as head who are responsible to carry out the functions of their respective committees.

The Library Advisory Committee advises regarding the library materials, improvement of library.

There are different committees which aim to deliver to the society in numerous ways like NSS, Social Welfare Committee, Debate Society, College Magazine Committee, Women's Cell etc.

The Career Counselling and Guidance Cell looks after the career prospects and placement of the students. The Academic Council takes care of the class schedules and plan for the academic year.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	http://www.harhicollege.org/upload/miscellaneous/Organogram%20of%20Harhi%20College.pdf
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

Many welfare schemes are available in the college such as Employment Provident Fund, Gratuity, Casual Leave, Maternity Leave, and Basic Medical Aid. Moreover, the College undertakes various welfare activities for both the teaching as well as non-teaching staffs. All the statutory leaves are granted to the faculty members and 'On Duty Leaves' are given to the teaching staffs for attending Orientation Programme and Refresher Course. The College encourages the faculty members to attend Seminars and Conferences. The college supports the endeavour of the teaching faculties for applying for Major and Minor Research Projects. The faculty as well as the staffs of the College can get easy loans which are arranged by the College SikshakKalyan Nidhi. The College provides financial support for this. The Grievance redressal mechanism is there for all staffs.

The non-teaching staffs get the benefit of Gratuity linked LIC Policy. The Group D staffs are provided with conveyance allowance, lunch allowance, winter and summer uniforms. Common space is provided for Group D ministerial staffs.

During the beginning of each academic session, notices are put up for the staffs of the college providing information of the medical facilities, discounts and tie-ups with hospitals and nursing homes.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

16

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

There is an Internal Performance Appraisal system for Teaching and Non-teaching staff headed by the Principal of the Institution. The Principal monitors and evaluates the

performance of its entire staff and the overall performance annually.

The Institution follows the Performance Appraisal System laid down by the UGC and implemented by University of Dibrugarh in the Form of Performance based appraisal system the Minimum norms of Selection Committee, Selection Procedure as well as API Score Requirements for the Different cadres.

Teachers are permitted to go for orientation and Refresher courses as per UGC guideline. The college authority provides necessary permission for leave from the G.B. The faculties are encouraged to participate in Seminars and Workshop.

Every confidential Report of Teaching and Non-Teaching Staff is prepared by Principal . The Process is designed to explore the individual professional skills and progress of employees and their participation in Academic, Research, Curricular and Co-curricular activities which in turn lead to the overall development of the Institution. Performance Appraisal System is implemented for both teaching and non-teaching staff. The Appraisal System for performance review is conducted by the Appraisal Committee and Chairperson of IQAC is head of the Committee.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

Institution conducts internal audit on a continuous basis which is conducted by a Chartered Accountant (CA) appointed by the Management who is responsible for the entire internal audit and is completed till financial year 2021-22. This helps in review of funds, planning and preparing budget of the next financial year.

The External Financial Audit has been applied for approval which is conducted by the State Government through the Joint

Director of Higher Education, Govt. of Assam.

In case of UGC grants, an account is prepared in the required format on completion of the sanctioned project/seminar/workshop/conference, etc. which is first audited by the CA, and then submitted to the UGC. A no-objection certificate is received after settlement of accounts. Audit objections, if any, in case of all the above audits are complied with promptly by the Accounts section of the College, and the CA is also consulted whenever required.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

0

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

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

Effective use of available resources is ensured through proper system. The Governing Body is the management authority, taken all decision of the financial implication. The Principal of the college is entitled the methods of financial dealings and carry on transaction in bank of financial implication of the college. All financial transactions are

done only in his permission and signature. Provisions have been made for internal audit of the college. The internal audit is conducted by CA, appointed by the Management who is responsible for the entire internal audit. Internal audit of every financial year has been done and kept up to date.

The major sources of funding in the college are:

- State Government grant for salary.
- Development fund from UGC.
- Collection of fee from students.
- The Government fund for development and other academic purposes from UGC; sometimes aid from State and Central Govt.
- MLA's and MP's Fund.
- Establishment fee from students for college development fund; parents' and alumni's contribution.
- Revenue collection from 'Fishery' which is given on lease for five years.

Revenue collection from 'Muga plantation' given on lease for two years.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

IQAC of the institution is constantly working on the quality improvement in various fields. Under the guidance of IQAC, the Academic Council prepares detailed academic plan and academic calendar. IQAC is also adopted quality improvement strategies in curriculum development, teaching-learning, examination and evaluation, research and development.

Besides, IQAC has contributed significantly two contributions for institutionalizing the quality assurance strategies and processes which are spelt as under:

- Maintenance of departmental Teachers' Diary:

The Institution has been maintained a system of keeping Departmental Diary where daily activities of individual teachers are recorded. In the diary a teachers is to record the time and topic of classes taken, committee or student related activities other than teaching involved and the leave availed if any. It develops the teachers' commitment and brings in accountability.

- **Maintenance of Students' Diary:**

In this practice every student is provided Student Diary in which a student is required to record his/her daily class attendance, submission of home assignment, participation in various extension and co-curricular activities, library studies etc. The teacher checks the diary of individual student from time to time and extends guidance to the students. This practice helps increase students' class attendance, diligence, punctuality and library study.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Regular departmental meetings are held to continuously review the teaching-learning process. Reports of the outcomes in such meetings are communicated to the Principal for appraisal.

- **Principal, Vice-Principal along with the Examination Committee monitors the performance for the various departments regarding the examination results.**
- **Academic Committee prepares the class routine at the beginning of every academic year in compliance with the credit point given by the University.**
- **Internal Examination Committee prepares all necessary arrangements following the Dibrugarh University Examination Guidelines before commencing any examination.**
- **Class representatives bring it to the notice of the HOD**

if any difficulty is encountered by them in the Teaching-Learning aspect.

- Regarding the outcome from such reviews, considerable improvements can be seen in the Teaching-Learning aspect.
- Every teacher is expected to submit a work done report periodically on teaching learning process and co-curricular and extracurricular activity. Every year teacher is expected to fill annual Performance Based Appraisal Form which IQAC scrutinizes for API verification.
- IQAC organizes departmental presentations and discussion sessions to share and exchange the various teaching methodologies adopted. IQAC also organizes training sessions for defining learning outcomes and also for its attainment.

IQAC has constituted a feedback committee which seeks feedback regularly from all stakeholders.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

C. Any 2 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

As a co-education institution all students have equal right and privilege in our college. Our teachers always consult with the students and advice and try to solve their problems which are related to the gender sensitivity. We organise different counselling programme both in college and hostels by the help of women cell. The cell observes "Women's day" every year. There are separate common rooms and toilets for both boys and girls. A set of girls' toilets is attached with the girls' common room. The girls' common room secretary communicates with the principal as well as with women cell in every aspects relating with any issue of girls. The college has a Grievance and Redressal cell which is maintained by a committee comprising from teaching and non-teaching staff and students. The institution installed CCTV cameras in some particular places, like, campus, classrooms, hostel, etc. Some committees like Antiragging committee, Grievance and Redressal cell, and Women cell are working effectively as per guidelines of UGC. In the girls' hostel of the college a lady warden is appointed who takes the responsibilities of the girls' residing in the hostel.

File Description	Documents
Annual gender sensitization action plan	The Institution will take various measures like observation of International Women's Day, Yoga Day, along with gender sensitization programme in Girls' Hostel, Departmental level, in nearest village under NSS & Women cell
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	CC camera covering the entire campus, Awareness Programme, Teachers' Common Room, Girls' Common Room, Women's Cell Room, Separate Washroom for women etc.

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

The college undertakes certain waste management as follows-

Solid waste Management: The College has provided dustbins in proper places for throwing waste papers and other garbage. Bio-degradable and non-degradable waste bins are placed in classrooms and academic buildings. Two persons engaged for time to time sweeping the dead leaves of trees and other waste materials, plastics, polythene etc. Which are not decomposed easily have to be timely burnt in secure places

for decomposing. A separate solid waste incinerator is there at Girls' Hostel for non-degradable wastes management. Moreover, sometimes, the NSS unit of the college organises "Swacha Abhijan" to clean of the campus.

Liquid waste management: The College has provided sufficient separate sanitation system for the students and the college staff. It is maintained proper draining to go out the dirty wastes from the toilet and the rain waters. Liquid wastes from toilets are disposed of in soak pits.

E-waste management: E-wastes such as computers, batteries, and other electrical and electronic parts are sold directly to vendors which ultimately lead to safe disposal.

Chemical and Radioactive Waste: As we don't have any use option of any chemical and any radioactive device, hence no waste produces in these sections.

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

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

C. Any 2 of the above

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1.Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3.Pedestrian Friendly pathways 4.Ban on use of Plastic 5.landscaping with trees and plants	A. Any 4 or All of the above										
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Geo tagged photos / videos of the facilities</td><td>View File</td></tr> <tr> <td>Any other relevant documents</td><td>View File</td></tr> </tbody> </table>	File Description	Documents	Geo tagged photos / videos of the facilities	View File	Any other relevant documents	View File					
File Description	Documents										
Geo tagged photos / videos of the facilities	View File										
Any other relevant documents	View File										
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution											
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	D. Any 1 of the above										
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Reports on environment and energy audits submitted by the auditing agency</td><td>No File Uploaded</td></tr> <tr> <td>Certification by the auditing agency</td><td>No File Uploaded</td></tr> <tr> <td>Certificates of the awards received</td><td>No File Uploaded</td></tr> <tr> <td>Any other relevant information</td><td>View File</td></tr> </tbody> </table>	File Description	Documents	Reports on environment and energy audits submitted by the auditing agency	No File Uploaded	Certification by the auditing agency	No File Uploaded	Certificates of the awards received	No File Uploaded	Any other relevant information	View File	
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Certification by the auditing agency	No File Uploaded										
Certificates of the awards received	No File Uploaded										
Any other relevant information	View File										
7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path,	C. Any 2 of the above										

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

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

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

The students of our college are from diverse cultural, regional, and socio-economic backgrounds and thus offer an all-inclusive and favorable learning environment to the students. The college believes in the concept of "Unity in Diversity" and offers them with an all-inclusive environment that integrates them into the socio-cultural ethos. We celebrate as many festivals and awareness days, as possible to bring the diverse array of students of the college together. The college motivates and engages the students by administering cultural and artistic programmes like celebration of "Swarasati Puja", instituting regional holidays like "Me-Dam-Me-Phi" and "AliAye-Ligang" etc. College provides the staff with opportunities to utilize two restricted holidays in accordance to the list given by the Government of Assam and their own linguistic communities and cultural identities. We encourage the students to showcase their cultural heritage and provide them the platform for the same through the organisation of functions like college week, freshmen social. We celebrate Independence Day, Republic Day,

and National Unity Day etc. to kindle the patriotism of students. The college also celebrates major world awareness days like International Women's, World environment day etc.

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

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

The college takes immense pride in inculcating the constitutional spirit within the members of the college. It takes proactive steps towards inculcating values among the students and staff, by providing opportunities to participate and celebrate commemorative and national days of importance. This helps in strengthening the spirit of nationalism and inculcates the values in terms of honoring/paying respect to the legendary personalities of India. The ideals taught by them like truth and non-violence, equality and equity are thus instilled in the young minds that help in strengthening the roots of democracy. The Institution has held several programs like Human Rights day, National Girl Child day, women's day etc. to sensitize its employees and students to constitutional rights, duties, values and responsibilities. Farther our University has introduced two Human Rights paper at 3rd & 4th semester to introduce constitutional rights and duties of the students.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and

C. Any 2 of the above

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

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

Our institution celebrates all the national festivals as well as the Birth and Death anniversaries of our national leaders and great personalities of our state. The Independence Day and Republic Day are celebrated with great Zeal. During the year the International Women's Day, Independence Day, Republic Day, world environment day, International Yoga Day etc. were celebrated and organized by the College. During the Independence Day and Republic Day the national flag is hoisted in the college premises and in the college hostels. The NSS volunteers of the college are assigned with the responsibility of making necessary arrangements for smooth conduct of the events. Farther, the college observes with religious fervour the birth anniversary of Srimanta Sankardeva by paying obeisance to the great saint of Assam.

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

7.2 - Best Practices

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

BEST PRACTICE-I

1Title:- Today's word

2Objectives:

1.Develop stock of vocabulary

2.Increase competitive environment and knowledge

3.The Context: The College feels the need of some special practice in addition to the existing system for students in learning process.

4.The Practice: In every working day two boards hang by appointed employee in two convenient places. These contain a specific word/ Phrase, its pronunciation and its meaning both in Assamese and English.

5.Evidence of Success:

-Positive response from the students

-A gradual improvement in students

6.Problems:

-Sometimes teacher in-charges couldn't prepare the next day's word due to urgent engagement

BEST PRACTICE- II**1.Title: Girl Child Adoption****2.Objectives:**

- To encourage and ascertain education of poor but meritorious girls
- To ascertain gender equality.

3.The Context:

To support the adopted girls at least up to the graduation level with ample support for carrying out higher education.

4.The Practice:

The College adopts one poor but meritorious girl every year getting her selected by a committee Constituted by the Principal.

5.Evidence of Success:

- The parents appear happy at the prospect of their daughters becoming graduates in future.

6.Problems:

The practice requires spending a bearable amount of funds. There is the problem of plenty in terms of choosing beneficiary.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

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

Our college gives priority in teaching learning and all round development of faculty as well as the students. Keeping

relationship with times, the college has paid more importance on ICT practices in this regard. Thus, the teachers are trying to use ICT with their best efforts basically during the COVID period. Automated Library and internet facilities have been adopted to assist in teaching-learning process. Our dynamic website is regularly updated to provide all vital information related to the institution. Students' participation in planning, collaborating, executing and managing activities in all spheres generates a learner-centered environment, positive attitude, leadership qualities, oneness, sportsmanship and self-awareness, leading to personality development. Well equipped Library facilities enable faculty members to publish research papers in various reputed international journals. The college is situated in a unique place in the fields of art, literature and culture. The diverse dialects, customs, traditions and culture of this region also make this area a variable paradise for the study of Art and Culture. Effective student participation in sports and cultural events reflect success of our extracurricular activity.

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

7.3.2 - Plan of action for the next academic year

1. To sign MOU with different Colleges to increase the opportunity through teacher and student exchange.
2. To open Add on Courses in various subjects for the students.
3. To Encourage the Faculty members to publish research papers in UGC CARE and Scopus indexed Journals.
4. To uphold and encourage the backward classes of students to pursue higher education.