



YEARLY STATUS REPORT - 2023-2024

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.

7002392761

- Mobile No:

9435277478

- Registered e-mail

harhicollege1996@gmail.com

- Alternate e-mail

neogmanash73@gmail.com

- Address

Gobindapur, PO dhakuakhana

- City/Town

Dhakuakhana, Dist; lakhimpur

- 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 **Mr.Rintu Handique**
- Phone No. **9678177112**
- Alternate phone No. **9101545386**
- Mobile **9678177112**
- IQAC e-mail address **rbhandique3@gmail.com**
- Alternate e-mail address **nibeditaburagohain08@gmail.com**

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

<https://harhicollege.org/upload/aqar/AQAR%202021-22.pdf>

4.Whether Academic Calendar prepared during the year?

Yes

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

<https://harhicollege.org/assets/documents/ACADEMIC%20CALENDAR%2023-24.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	Free Waiver	State Government	14th March, 2024	1149240.00

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 4

- 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)

The IQAC of Harhi College organized a Special Lecture Programme on "G-20 and the Global Politics: Challenges and Possibilities towards mitigating Planetary crisis" on the dated 18th Aug,2023 at No: 1 Digital Classroom. Professor Dr.Akhil Ranjan Dutta of Gauhati University was participated as a Resource Person . 88 nos of Students and 21 nos of faculty members were present at that programme.

As per the Resolution IQAC, NSS Unit of Harhi College and Dhakuakhana Sub-Divisional Civil Hospital in Collaboration with NSS Unit of Dhakuakhana College organized a "Blood Donation Camp" at Dhakuakhana Sub-Divisional Civil Hospital on 20th Sept,2023 donate 20Unit of Blood.

As per the resolution taken in the IQAC meeting, the IQAC and NSS Unit of the College in Collaboration with Dakshin Chapori High School organized a Extension Programme cum Workshop on "NEP 2020: Its prospects and Challenges- with special reference to the Primary and Secondary Level" at Dakshin Chapori High School on the dated 16th November,2023. Dr.Ishmi Rekha Handique , Assistant Professor, North Lakhimpur University was participated as a Resource Person at that programme. Total nos of 449 Students and 21 nos of teachers were participated at that programme.

One Special Lecture Cum Extension Programme on "Importance of women education for the upliftment of society" was organized by the IQAC, Women Cell and NSS Unit of the College in Collaboration with Sapatia High School which was held at "Sapatia High School" on 20th

November,2023. Miss Shrutilekhi Barman, Assistant Professor, Dhakuakhana College was participated as Resource Person at that programme. Total 181 Nos of Students and Teachers were participated.

As per the Resolution IQAC and Women Cell of Harhi College in collaboration with NSS Unit of HC, Modarguri Mahila Samittee, Nemutangani Mahila Samittee and Neugoghuli Agroni Youth Club organized a Lecture Programme on the topic "Role of Women in Socio-Economic Development" at Neugoghuli L.P.School on 8th March,2024. Mrs. Swapna Gogoi, Assistant Professor of Harhi College was participated as Resource Person at that programme. More then 200 local women and 50 nos of students and 10 nos of teachers were participated.

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
Special Lecture Programme on "G-20 and the Global Politics: Challenges and Possibilities towards mitigating Planetary crisis"	The IQAC of Harhi College organized a Special Lecture Programme on "G-20 and the Global Politics: Challenges and Possibilities towards mitigating Planetary crisis" on the dated 18th Aug,2023 at No: 1 Digital Classroom. Professor Dr.Akhil Ranjan Dutta of Gauhati University was participated as a Resource Person . 88 nos of Students and 21 nos of faculty members were present at that programme.
For holding a Quiz Competition	As per the resolution taken in the meeting, the IQAC and Career Counseling & Guidance Cell of the College organized a "Quiz Competition" among the students of the College on 19th Aug,2023 at Auditorium Hall (Old). Mr Bidyut Chamuah participated as a Quiz Master at that programme and Eight nos of Team are participated.
Holding a Special Lecture Programme on Significance of	As per the Resolution taken in the IQAC meeting a Special

Viswa Bhatritwa Divas	Lecture organized by IQAC, Vivekananda Kendra – Harhi College Unit and NSS Unit of the College in Collaboration with Vivekananda Kendra Kanyakumari-N.L.Branch and Harhi Academy High School at Auditorium Hall of Harhi Academy High School on 11th Sept,2023. More then 135 nos of students and teachers are participated at that programme. Mr. Rajesh Chetia , Assistant Professor, Department of Political Science of the Harhi College participated as Resource Person.
For holding a	As per the Resolution IQAC, NSS Unit of Harhi College and Dhakuakhana Sub-Divisional Civil Hospital in Collaboration with NSS Unit of Dhakuakhana College organized a “Blood Donation Camp” at Dhakuakhana Sub-Divisional Civil Hospital on 20th Sept,2023 donate 20Unit of Blood.
For holding a cleanliness programme	NSS Unit and IQAC of Harhi College organized one Extension cum Cleanliness Programme on the occasion of “Swachhata Hi Seva” at adopted Village “Na-Kapahuwa Villaga on 30th Sept,2023. 40 Nos of NSS Volunteer and 5 nos of faculty were participated at that programme.
For holding a workshop on	As per the resolution taken in the IQAC meeting, the IQAC and NSS Unit of the College in Collaboration with Dakshin Chapori High School organized a Extension Programme cum Workshop on “NEP 2020: Its prospects and Challenges- with special reference to the Primary and

	Secondary Level” at Dakshin Chapori High School on the dated 16th November, 2023. Dr. Ishmi Rekha Handique , Assistant Professor, North Lakhimpur University was participated as a Resource Person at that programme. Total nos of 449 Students and 21 nos of teachers were participated at that programme.
For holding a Lecture regarding	One Special Lecture Cum Extension Programme on “Importance of women education for the upliftment of society” was organized by the IQAC, Women Cell and NSS Unit of the College in Collaboration with Sapatia High School which was held at “Sapatia High School” on 20th November, 2023. Miss Shrutilekhi Barman, Assistant Professor, Dhakuakhana College was participated as Resource Person at that programme. Total 181 Nos of Students and Teachers were participated.
For holding a interaction programme with class X students	As per the resolution taken in the IQAC meeting, the IQAC of the College organized a Special Lecture cum interaction programme in collaboration with Nemutengani Kendriya High School at Nemutengani Kendriya High School campus on 1st December, 2023. 86 Nos of students and guardians and 12 Nos of teachers were participated at that programme.
For holding a Lecture programme on Women and Socio Economic Development	As per the Resolution IQAC and Women Cell of Harhi College in collaboration with NSS Unit of HC, Modarguri Mahila Samittee, Nemutangani Mahila Samittee and

	Neugoghuli Agroni Youth Club organized a Lecture Programme on the topic "Role of Women in Socio-Economic Development" at Neugoghuli L.P.School on 8th March, 2024. Mrs. Swapna Gogoi, Assistant Professor of Harhi College was participated as Resource Person at that programme. More then 200 local women and 50 nos of students and 10 nos of teachers were participated.
For holding a Workshop on	As per the Resolution IQAC and Career Counseling and Guidance Cell of the College in collaboration with Academic Council of Harhi College was organized a Workshop on "Use of ICT in Education" among the students which was held on 20th March, 2024 at Smart Classroom No: II. 149 Nos of students were participated at that programme. Inaugurator of the programme was Dr.Deep Dutta, Vice Principal H.C. and Resource person was Mr. Tutul Prasad, Managing Director, GIIT.
For holding a Voters awareness programme	As per the Resolution taken in the IQAC meeting, IQAC and NSS Unit of the College in collaboration with Political Science Department was organized a "Voters Awareness Programme" with a "Cycle Raley" from College to Machkhowa on the dated 23rd March, 2024. Mr Rajesh Chetia , Assistant Professor, Department of Pol.Science was the Inaugurator of that programme. 109 students and 11 nos of teachers were participated at that programme.

For holding a Career Oriented Programme among the students.	As per the Resolution taken in the meeting the Career Counseling & Guidance Cell and IQAC of the College in collaboration with Royal Global University , Guwahati organized a Career oriented programme "How to Choose a Right Career" on 25th April,2024 at Digital Classroom No: II. Total 95nos of Students and 20 nos of teachers were participated at that programme.
For holding a training programme on Yoga	IQAC, Fitness Club and NSS Unit of the College was organized a "Yoga Training Programme" among the students of the College at New Auditorium Hall on 21st June,2024. Dr.Deep Dutta was participated as Yoga Expert and 76 nos of students were participated at that programme.

13.Whether the AQAR was placed before statutory body?

No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Part A**Data of the Institution**

1.Name of the Institution	HARHI COLLEGE
• Name of the Head of the institution	DR.MANASH JYOTI NEOG
• Designation	PRINCIPAL
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• Registered e-mail	harhicollege1996@gmail.com
• Alternate e-mail	neogmanash73@gmail.com
• Address	Gobindapur, PO dhakuakhana
• City/Town	Dhakuakhana, Dist; lakhimpur
• 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	Mr.Rintu Handique
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• Mobile	9678177112				
• IQAC e-mail address	rbhandique3@gmail.com				
• Alternate e-mail address	nibeditaburagohain08@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://harhicollege.org/upload/aqar/AQAR%202021-22.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://harhicollege.org/assets/documents/ACADEMIC%20CALENDAR%202023-24.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
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• Upload latest notification of formation of IQAC			View File		
9.No. of IQAC meetings held during the year			4		
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?			Yes		

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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
2023 -2024	27/01/2025
15.Multidisciplinary / interdisciplinary	
i) Harhi College give stress upon to promote learner centric approach towards holistic development of the students. ii) The college offers undergraduate course in Arts. The college has been conforming to CBCS curriculum under the parent University (D.U.) since 2019. Different Projects are carried out as per prescribed by the University. The college offers some Add on and Diploma	

courses. iii) The college does not have the multidisciplinary flexible curriculum that enables multiple entries under CBCS courses of the parent University. iv) The college has already a research and publication cell as per the UGC guideline to inculcate a research culture among the Students and Teachers regarding the local issues.
16.Academic bank of credits (ABC):
The college has already constituted a committee for implimentation of NEP 2020 and a Nodel Officer cum Coordinator is entrusen with the task of facilitating and monitoring ABC of students. Students of BA 2nd Semester, 3rd Semester and 4th Semester already have the ABC ID.
17.Skill development:
The college will focus on developing employability skills and global skills of 21st century. The existing UG curriculum has already integrated some skill development courses. In addition to these courses, the college aims to introduce some need based skill development coursrs based on local needs viz. Assamese DTP, Yoga, Diploma in Computer Application, Nurseay Training. For inculcation of humanistic, ethical, constitutional and universal human values, the college has been organising various programmes within and outside the college. Every department of the college will introduce one skill based course related to the respective department.
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)
Indegenous Indian Knowledge System is already integrated in the existing Under Graduate Curriculum of the Dibrugarh University.
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):
The college always lays focus on imparting outcome based education. The existing Under Graduate Curriculum has already specified course out comes and the college has been making efforts for effective transaction of curriculam to realize the defined course outcomes. The college proposes to introduce some skill oriented Add on courses with defined specific course objectives. The programme outcome and course outcome of the Four Year Integrated UG programme aligned with NEP 2020 is being prepared by the respective Board of study of the affiliating University (DU) and the college will follow up the same.
20.Distance education/online education:

The college already run Distance Education centre under the Directorate of Distance Education of Dibrugarh University in Post Graduate, Under Graduate and Diploma courses. Teachers prepare educational Audio-Videos, use virtual conference tools like Google Meet, Zoom, WhatsApp etc for effective learning.

Extended Profile

1.Programme

1.1 **257**

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

File Description	Documents
Data Template	View File

2.Student

2.1 **386**

Number of students during the year

File Description	Documents
Data Template	View File

2.2 **163**

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 **82**

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		32
Number of Sanctioned posts during the year		
File Description	Documents	
Data Template	View File	
4.Institution		
4.1		26
Total number of Classrooms and Seminar halls		
4.2		17,87,530.84
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. Feedback regarding the curriculum from the stakeholders is communicated to the college council, Governing Body.

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 the college authority. The ISMC circulates the notification and prepare programme for holding internal (sessional) examination, home assignment/seminar/group discussion/viva among the students to the each department of the college as per the academic calendar of the college in connection with affiliating university, Principal conducts meetings with faculty members, Conveners of various committees and non-teaching staff to ensure smooth execution of scheduled activities. Students are informed in advance about deadlines for assignments, dates for tests and presentations, and criteria of assessment. Students are also informed about their internal assessment. Upload relevant supporting document. Everything is geared towards providing transformative education in structured manner with accessibility and transparency.

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

C. Any 2 of the above

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

1.2 - Academic Flexibility

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

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

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)

1

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

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

142

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

142

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Regarding the above the college deals with these issues as follows: -

Environmental Science:

Environment science 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 neighbourhood community such as plantation programme, awareness programme.

Human Values:

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.

Gender Sensitization:

Under the flagship of Women Cell, the college organizes awareness programmes on various topics like 'Importance of women education for the upliftment of society' on 20th November 2023, 'Role of women in socio-economic development' 'Role of higher education in skill development programme' in the celebration of International Women Day on 8th March 2024.

Value-added courses:

The college implemented Understanding India, Health & Wellness, and Yoga as Value-added course under FYUGP.

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	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
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)	View File

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

9

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

1.4 - Feedback System

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

A. All 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)	No File Uploaded

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

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	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

300

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

92

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. Counselling by eminent scholars to appear for competitive examinations
7. 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
386	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 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	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

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

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

7488

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

88

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)

<https://harhicollege.org/upload/miscellaneous/STUDENT%20SATISFACTION%20SURVEY%202023-2024.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

3.1.2 - Number of 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

0

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

3.1.3 - 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

0

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

3.2 - 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

4

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

27

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

1. NSS Unit organised a Blood Donation Camp under Ayusman Bharat on 20/9/2023 in Collaboration with IQAC, and Dhakuakhana Sub Divisional Civil Hospital, inaugurated by the SDMO, Civil Hospital where 20 units Blood were collected .

2. NSS Unit, with IQAC, organised an Extension Cum clinliness Programme on the occasion of "SWACHHATA HI SEVA" at adopted village Na Kapahuwa on 30th Sept., 2023. A clining activities were held in Pachim Machkhowa ME School campus.

3. An Extension Programme cum Workshop on "NEP-2020: Its Prospects and Challenges-with reference to Primary and Secondary Level" organised by NSS and IQAC, at Dakhin Chapari H S. Dr. Ismi Rekha

Handique, Asst. Prof.of N.L University was participated as Resource person, Date:16 Nov 2023

3.A programme on “Importance of Women Education” was organised by NSS Unit, IQAC and Women Cell, on 20th Nov. 2023 at Sapatia HSS. Shrutilekha barman, Asst. Prof. of Dk College as Resource Person and delivered a lecture on empowering women.

4. The topic “Role of Women in Socio- Economic Development” on the eve of the International women Day, by NSS Unit, IQAC and Women Cell, , on 8th March,2024, at Neugoghuli L.P. School. Swapna Gogoi Asst. Prof. was joined as resource person.

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

4

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
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

6

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

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

470

File Description	Documents
Report of the event	View File
Any additional information	View File
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

6

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

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college has single stream enclosing 10th Departments in Arts. The college has two main buildings in academic purpose in its campus and these buildings have 26 numbers of classrooms .There are two numbers of laboratories for the Department of Education and Anthropology. The college has 8 numbers of projectors and smart boards and it has 6 numbers of LCD for digital class. The institution also has 1 number OHP and 1 Xerox Machine and 6 numbers of printers. There have 5 numbers of Voice Amplifier for teaching purposes. There are two seminar hall with LCD projector and a generator and Solar Energy system . There is a teachers' common room and also the separate department's rooms for 10 nos. of departments. There is an office room for the alumni. There is a separate Student Union Office for the students . The college has one Student Rest Room in front of the college premises. There are separate boys' and girls' common room with drinking facility. A RUSA funded hygienic toilet facilities along with separate toilet facilities available .There are drinking facilities with 3 numbers hygienic filtering system along with 2 nos. of purifier drinking water facility .

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)

56,79,296.20

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 9620 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.

The Harhi College Library was established with the establishment of the college in 1998. The library has a collection of more than

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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 C. Any 2 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)

1, 15, 271

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

3960

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	View File
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 **A. ? 50MBPS**

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)

56,79,296.20

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.

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

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. 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.

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

96

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 benefitted 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

A. All 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

6

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

6

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	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

6

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****4**

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****6**

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 student's council consists of following 11 portfolios, namely 1President 2Vice President3.General secretary 4 Asst General Secretary 5Social service Secretary 6Cultral Secretary 7Gymasim Secretary 8Games and sports secretary. 9. Magazine Secretary.10Boys Common room secretary 11Girls Common room Secretary. The duration of the student union body is one year. Page 44/119 30-08-2023 01:32:35 Annual Quality Assurance Report of HARHI COLLEGE 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 Redressal 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

643

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 five lakh (5,00,000) for the construction of Main gate of the college. Alumni are engaging 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 **B. 4 Lakhs - 5Lakhs**

(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 college follows its vision and mission to serve better for students. 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.

Under the leadership of the principal, a number of different committees have been constituted to support the vision and mission of the college. All the committees take its responsibility for the plans and activities, and successfully tackle these responsibilities in every academic session. 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 which is the highest authority of the college for its 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 principal 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 principal along with the College Development Council and the IQAC discusses and approves important administrative issues such as budget, admissions, results etc. Under the direct supervision of principal all the departments of the institution function. The principal co-ordinates with the HOD's of all Departments who are appointed on a rotational basis on all academic matters. 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.

For the proper functioning of the institution and promotion of participative management the institution runs on a decentralized management operative process, wherein different committees have been framed by the principal of the college. 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

The institutional strategic/perspective plan serves as a roadmap for Harhi College, outlining its long-term goals, objectives and strategies. To assess the deployment of the institutional strategic/perspective plan, a comprehensive evaluation was conducted. The assessment process involved reviewing relevant documents and analyzing implementation strategies and outcomes.

The College has been using ICT for teaching learning purposes since 2016. Along with extensive use of computers for classroom teaching, the college had provided laptops, I. Pad with smart board enabled classrooms, making ICT an integral part of the teaching learning process.

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	View File
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 has 10 members in all. It comprises of the President, , the Secretary, two Teacher Representatives and one Non-Teaching Staff Representative, two University Nominees and three Guidance Members.

1. **Administrative Set Up:**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.
2. **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.

3. There are different committees like National Service Scheme (NSS), Social Welfare Committee, Debate Society, College Magazine Committee, Women's Cell set up for the holistic development of the students.

4. Service Rules, Procedures, Recruitment and Promotion Policies:

Service Rules and procedures are guided by the Dibrugarh University .

The recruitment rules for the Teaching staff and Non-teaching staff are the eligibility criteria prescribed by the UGC.

The promotional policies for teachers are according to the different government orders as released by the Department of Higher Education, Govt. of Assam.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
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)	No File Uploaded

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 for teaching and non-teaching staff such as Employment Provident Fund, Gratuity, Casual Leave, Maternity Leave, and Basic Medical Aid. 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 at various levels. The college supports the endeavor 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 Sikshak Kalyan 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.

The College arranges free medical check-up facility for all staffs. During the beginning of each academic session, notices are put up for the session.

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

02

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

1

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

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

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

5

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

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

NIL

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

6.4 - Financial Management and Resource Mobilization

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

There is an Internal Performance Appraisal system for Teaching and Non-teaching staff. 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 .

Teachers are permitted to go for orientation and Refresher courses as per UGC guideline. The faculties are encouraged to participate in Seminars and Workshop.

Every confidential Report of Teaching and Non-Teaching Staff is prepared by Principal of the College. A very systematic and effective Performance Appraisal System of the College is in place for all Teaching and Non-teaching Staff. 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 the Chairperson of IQAC is the head of the Committee.

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)

00

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. The internal audit is conducted by CA. Internal audit

of every financial year has been done and kept up to date.

The major sources of founding in the college are:

- State Government grant for salary.
- Development fund from RUSA.
- Collection of fee from students.

* MLA's and MP's Fund.

- Establishment fee from students for college development fund; parents' and alumni's contribution.

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 a detailed academic plan for each academic year and is also prepared Academic Calendar. IQAC is also adopted quality improvement strategies in curriculum development, teaching-learning, examination and evaluation, research and development.

The Institution has been maintained a system of keeping Departmental Diary where daily activities of individual teachers are recorded. In the diary a teacher 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.

Besides, 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. 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.**
- **Internal Examination Committee prepares all necessary arrangements following the Dibrugarh University Examination Guidelines before commencing any examination.**
- **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)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	View File
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 counseling 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	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<u>Separate common rooms and toilets for girls/ A set of girls' toilets is attached with the girls' common room/ CCTV cameras in some particular places, like, campus, classrooms, hostel, etc/ Some committees like Anti ragging 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.</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 bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	<u>View File</u>
Any other relevant information	<u>View File</u>

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: we have a formal agreement with a private firm for e-waste management but at present the e-garbage has not so far created any palpable problem in the college. A few old and useless computer parts, batteries, and other electrical and electronic parts are stored in a separate room meant for the purpose.

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	View File
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

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

D. Any 1 of the above

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for

A. Any 4 or All of the above

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

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

C. Any 2 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
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

C. Any 2 of the above

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 Voters awareness programme, International yoga day, International Women's day, World environment day etc.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
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	View File

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

B. Any 3 of the above

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	No File Uploaded

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.

1Today's word**2Objectives:**

- Develop stock of vocabulary
- Increase competitive environment and knowledge
- Increase the inquisitiveness
- Create congenial academic atmosphere

3. The Context: The College feels the need of some special practice in addition to the existing general system for making student involve in learning process by adopting new process of learning.

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 in Hindi.

5. Evidence of Success:

- Positive response from the students'.
- Conscious of the students about new findings.
- A gradual improvement in students' word stock .

6. Problems:

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

7. Note:

- Opportunity to change the trend toward phrase and idioms.
- Planning for create a group of meritorious student to monitor the practice.

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

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

3. The Context:

To support the adopted girls at least up to the graduation level

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
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. Well equipped Library facilities enable faculty members to publish research papers in various reputed national/ 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. Feedback regarding the curriculum from the stakeholders is communicated to the college council, Governing Body.

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 the college authority. The ISMC circulates the notification and prepare programme for holding internal (sessional) examination, home assignment/seminar/group discussion/viva among the students to the each department of the college as per the academic calendar of the college in connection with affiliating university, Principal conducts meetings with faculty members, Conveners of various committees and non-teaching staff to ensure smooth execution of scheduled activities. Students are informed in advance about deadlines for assignments, dates for tests and presentations, and criteria of assessment. Students are also informed about their internal assessment. Upload relevant supporting document. Everything is geared towards providing transformative education in structured manner with accessibility and transparency.

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

C. Any 2 of the above

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

1.2 - Academic Flexibility

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

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

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)

1

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

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

142

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

142

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Regarding the above the college deals with these issues as follows: -

Environmental Science:

Environment science 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 neighbourhood community such as plantation programme, awareness programme.

Human Values:

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.

Gender Sensitization:

Under the flagship of Women Cell, the college organizes awareness programmes on various topics like 'Importance of women education for the upliftment of society' on 20th November 2023, 'Role of women in socio-economic development' 'Role of higher education in skill development programme' in the celebration of International Women Day on 8th March 2024.

Value-added courses:

The college implemented Understanding India, Health & Wellness, and Yoga as Value-added course under FYUGP.

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	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
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)	View File

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

9

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

1.4 - Feedback System

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

A. All 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)	No File Uploaded

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

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	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

300

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

92

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. Counselling by eminent scholars to appear for competitive examinations
7. 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
386	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 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	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

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

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

7488

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

88

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)

<https://harhicollege.org/upload/miscellaneous/STUDENT%20SATISFACTION%20SURVEY%202023-2024.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

3.1.2 - Number of 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

0

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

3.1.3 - 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****0**

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

3.2 - 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****4**

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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****27**

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

1. NSS Unit organised a Blood Donation Camp under Ayusman Bharat on 20/9/2023 in Collaboration with IQAC, and Dhakuakhana Sub Divisional Civil Hospital, inaugurated by the SDMO, Civil Hospital where 20 units Blood were collected .

2. NSS Unit, with IQAC, organised an Extension Cum clinliness Programme on the occasion of "SWACHHATA HI SEVA" at adopted village Na Kapahuwa on 30th Sept., 2023. A clining activities were held in Pachim Machkhowa ME School campus.

3. An Extension Programme cum Workshop on "NEP-2020: Its Prospects and Challenges-with reference to Primary and Secondary Level" organised by NSS and IQAC, at Dakhin Chapari H S. Dr. Ismi Rekha Handique, Asst. Prof.of NIL University was participated as Resource person, Date:16 Nov 2023

3.A programme on "Importance of Women Education" was organised by NSS Unit, IQAC and Women Cell, on 20th Nov. 2023 at Sapatia HSS. Shrutilekha barman, Asst. Prof. of Dk College as Resource Person and delivered a lecture on empowering women.

4. The topic "Role of Women in Socio- Economic Development" on the eve of the International women Day, by NSS Unit, IQAC and Women Cell, , on 8th March,2024, at Neugoghuli L.P. School. Swapna Gogoi Asst. Prof. was joined as resource person.

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

4

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
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

6

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

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

470

File Description	Documents
Report of the event	View File
Any additional information	View File
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

6

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

0

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

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

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

The college has single stream enclosing 10th Departments in Arts. The college has two main buildings in academic purpose in its campus and these buildings have 26 numbers of classrooms .There are two numbers of laboratories for the Department of Education and Anthropology. The college has 8 numbers of projectors and smart boards and it has 6 numbers of LCD for

digital class. The institution also has 1 number OHP and 1Xerox Machine and 6 numbers of printers. There have 5 numbers of Voice Amplifier for teaching purposes. There are two seminar hall with LCD projector and a generator and Solar Energy system . There is a teachers' common room and also the separate department's rooms for 10 nos. of departments. There is an office room for the alumni. There is a separate Student Union Office for the students . The college has one Student Rest Room in front of the college premises. There are separate boys' and girls' common room with drinking facility. A RUSA funded hygienic toilet facilities along with separate toilet facilities available .There are drinking facilities with 3 numbers hygienic filtering system along with 2 nos. of purifier drinking water facility .

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)

56, 79, 296 . 20

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 9620 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.

The Harhi College Library was established with the establishment of the college in 1998. The library has a collection of more than 9620 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

C. Any 2 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)

1, 15, 271

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

3960

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	View File
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

A. ? 50MBPS

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)

56, 79, 296 . 20

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.

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

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. 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.

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****96**

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

A. All of the above

hygiene) ICT/computing skills	
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	
6	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
6	
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	A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	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

6

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

4

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

6

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 student's council consists of following 11 portfolios, namely 1President 2Vice President3.General secretary 4 Asst General Secretary 5Social service Secretary 6Cultral Secretary 7Gymasim Secretary 8Games and sports secretary. 9. Magazine Secretary.10Boys Common room secretary 11Girls Common room Secretary. The duration of the student union body is one year. Page 44/119

30-08-2023 01:32:35 Annual Quality Assurance Report of HARHI COLLEGE 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 Redressal 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

643

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 five lakh (5,00,000) for the construction of Main gate of the college. Alumni are engaging 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) **B. 4 Lakhs - 5Lakhs**

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 college follows its vision and mission to serve better for students. 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.

Under the leadership of the principal, a number of different committees have been constituted to support the vision and mission of the college. All the committees take its responsibility for the plans and activities, and successfully tackle these responsibilities in every academic session. 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 which is the highest authority of the college for its 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 principal 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 principal along with the College Development Council and the IQAC discusses and approves important administrative issues such as budget, admissions, results etc. Under the direct supervision of principal all the departments of the institution function. The principal co-ordinates with the HOD's of all Departments who are appointed on a rotational basis on all academic matters. 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.

For the proper functioning of the institution and promotion of participative management the institution runs on a decentralized management operative process, wherein different committees have been framed by the principal of the college. 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

The institutional strategic/perspective plan serves as a roadmap for Harhi College, outlining its long-term goals, objectives and strategies. To assess the deployment of the institutional strategic/perspective plan, a comprehensive evaluation was conducted. The assessment process involved reviewing relevant documents and analyzing implementation strategies and outcomes. The College has been using ICT for teaching learning purposes since 2016. Along with extensive use of computers for classroom teaching, the college had provided laptops, I. Pad with smart board enabled classrooms, making ICT an integral part of the teaching learning process.

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	View File
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 has 10 members in all. It comprises of the President, , the Secretary, two Teacher Representatives and one Non-Teaching Staff Representative, two University Nominees and three Guidance Members.

1. Administrative Set Up: 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.
2. 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.

3. There are different committees like National Service Scheme (NSS), Social Welfare Committee, Debate Society, College Magazine Committee, Women's Cell set up for the holistic development of the students.

4. Service Rules, Procedures, Recruitment and Promotion Policies:

Service Rules and procedures are guided by the Dibrugarh University .

The recruitment rules for the Teaching staff and Non-teaching staff are the eligibility criteria prescribed by the UGC.

The promotional policies for teachers are according to the different government orders as released by the Department of Higher Education, Govt. of Assam.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
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)	No File Uploaded

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 for teaching and non-teaching staff such as Employment Provident Fund, Gratuity, Casual Leave, Maternity Leave, and Basic Medical Aid. 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 at various levels. The college supports the endeavor 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 Sikshak Kalyan 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.

The College arranges free medical check-up facility for all staffs. During the beginning of each academic session, notices are put up for the session.

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

02

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

1

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

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

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

5

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

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

NIL

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

6.4 - Financial Management and Resource Mobilization

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

There is an Internal Performance Appraisal system for Teaching and Non-teaching staff. 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 .

Teachers are permitted to go for orientation and Refresher courses as per UGC guideline. The faculties are encouraged to participate in Seminars and Workshop.

Every confidential Report of Teaching and Non-Teaching Staff is prepared by Principal of the College. A very systematic and effective Performance Appraisal System of the College is in place for all Teaching and Non-teaching Staff. 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 the Chairperson of IQAC is the head of the Committee.

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)****00**

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. The internal audit is conducted by CA. Internal audit of every financial year has been done and kept up to date.

The major sources of founding in the college are:

- State Government grant for salary.**
- Development fund from RUSA.**
- Collection of fee from students.**

*** MLA's and MP's Fund.**

- Establishment fee from students for college development fund; parents' and alumni's contribution.**

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 a detailed academic plan for each academic year and is also prepared Academic Calendar. IQAC is also adopted quality improvement strategies in curriculum development, teaching-learning, examination and evaluation, research and development.

The Institution has been maintained a system of keeping Departmental Diary where daily activities of individual teachers are recorded. In the diary a teacher 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.

Besides, 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. 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.
- Internal Examination Committee prepares all necessary arrangements following the Dibrugarh University Examination Guidelines before commencing any examination.
- 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)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	View File
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 counseling 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	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<u>Separate common rooms and toilets for girls/ A set of girls' toilets is attached with the girls' common room/ CCTV cameras in some particular places, like, campus, classrooms, hostel, etc/ Some committees like Anti ragging 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.</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 bulbs/ power efficient equipment	C. Any 2 of the above
File Description	Documents
Geo tagged Photographs	<u>View File</u>
Any other relevant information	<u>View File</u>
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: we have a formal agreement with a private firm for e-waste management but at present the e-garbage has not so far created any palpable problem in the college. A few old and useless computer parts, batteries, and other electrical and electronic parts are stored in a separate room meant for the purpose.

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	View File
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

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

D. Any 1 of the above

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

7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: 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
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	C. Any 2 of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
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	C. Any 2 of the above

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 Voters awareness programme, International yoga day, International Women's day, World environment day etc.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
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	View File

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

B. Any 3 of the above

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	No File Uploaded

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.

1 Today's word

2 Objectives:

- Develop stock of vocabulary
- Increase competitive environment and knowledge
- Increase the inquisitiveness
- Create congenial academic atmosphere

3. The Context: The College feels the need of some special practice in addition to the existing general system for making student involve in learning process by adopting new process of learning.

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 in Hindi.

5. Evidence of Success:

- Positive response from the students'.
- Conscious of the students about new findings.
- A gradual improvement in students' word stock .

6. Problems:

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

7. Note:

- Opportunity to change the trend toward phrase and idioms.
- Planning for create a group of meritorious student to monitor the practice.

BEST PRACTICE- II

1. Title of the practice: Girl Child Adoption

2. Objectives:

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

3. The Context:

To support the adopted girls at least up to the graduation level

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
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. Well equipped Library facilities enable faculty members to publish research papers in various reputed national/ 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 encourage faculties to organize UGC, ICSSR, ICHR sponsored Seminar and Workshop.
2. To encourage faculty to undertake UGC sponsored MRP (Minor and Major Research Project)
3. To undertake more extension activities by the various cells and committees of the college.
4. To conduct more Career oriented programme for the students.
5. To construct a flag hoisting point.
6. To develop the main entrance and main gate.