



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution

JDSG College

- Name of the Head of the institution **Dr. Jayanta Gogoi**
- Designation **Principal & Secretary**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **3776268082**
- Mobile No: **9954451703**
- Registered e-mail **jdsgcollegelibrary@gmail.com**
- Alternate e-mail **jayantadas170@gmail.com**
- Address **PO Bokakhat, Dist. Golaghat, Assam-785612**
- City/Town **Bokakhat**
- State/UT **Assam**
- Pin Code **785612**

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 **Dr. Jayanta Das**
- Phone No. **3776268082**
- Alternate phone No. **3776291087**
- Mobile **7002328540**
- IQAC e-mail address **jdsgcollege1964@gmail.com**
- Alternate e-mail address **jayanta_bkt@gmail.com**

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

<https://jdsgcollege.edu.in/wp-content/uploads/2022/01/AQAR-2019-20-Submitted.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

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

[The website is being maintained and the Academic Calendar will be available soon. will be](#)

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	B	2.11	2019	18/10/2019	17/10/2024

6. Date of Establishment of IQAC

24/07/2003

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
JDSG COLLEGE	NATIONAL LEVEL SEMINAR	ICSSR	2020	75000
JDSG COLLEGE	INFRASTRUCTURE GRANT	STATE GOVT.	2020	2500000
JDSG COLLEGE	MAJOR RESEARCH PROJECT	ICSSR	2020	200000
JDSG COLLEGE	FEE WAIVER SCHEME	STATE GOVT.	2020	7086037

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 **01**

- 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)

Contributions made by IQAC in the form of activities/events during the year: Sl. No. NAME OF THE EVENT/ ACTIVITY DATE/ DURATION Number of students benefitted
 1. Trade and Commerce in North-East India- Path Traversed and Way Ahead 25.02.2021 - 26.09.2021 41
 2. Webinar

on National Level August Revolution Memorial Lecture (Political Science) 9.08.2020 200 3. International Webinar on Covid 19 pandemic and it's impact on Governance, Economy and Human Psyche: The Indian Scenario. (Political Science) 18/07/2020- 20/07/2021 200 4. Webinar on the occasion of Gandhi Jayanti in Collaboration with Bokakhat Civil Administration (Political Science) 1.10.2020 200 5. National Entrepreneurship Amidst Covid-19: Challenges and Resilience (Commerce) 27/06/2021 75 6. Swachh Bharat Abhiyan 10.12.2020 40 7. Webinar on the occasion of 7th International Day of Yoga (NSS UNIT I & II in collaboration with Vivekananda Kendra Kanyakumari and Bokakhat District Yoga Association) 21/06/2021 100 8. Observation of Kalaguru Bishnu Rabha Divas(Webinar) 20/06/2021 100 9. Webinar on Online Career Counselling Programme 5/08/2020 10. National Webinar on Impact of Covid-19 on Indian Economy with special reference to North-East India 9/07/2020 80 11. IMPACT OF COVID-19 on HISTORICAL & CULTURAL TOURISM OF NORTHEAST INDIA: A Panel Discussion 27.09.2020 30 12. Cleanliness Drive at Animal Corridors in Kaziranga National Park 1.7.20 20 13. Plantation programme at the campuses of educational institutions 8.7.2020 25 14. National Service Scheme Day 24.09.20 25 15. Fit India Plogging Run and Gandhi Jayanti 02.10.20 47 16. 7 days Special Camp at JaporipatharKuruabahiGaon(Adopted Village) 04.01.2021- 10.01.2010 15 17. Cleanliness Drive at Animal Corridors of Kaziranga National Park at Panbari 16.01.2021 20 18. Voters Awareness Program 25.01.2021 55 19. Teachers- Students Exchange Programme between JDSG College and Digboi College 2.2.2021 15 20. Online Drawing poem and creative writing Competition on the occasion of World Environment Day 5.6.2021 55 21. Online International Day of Yoga 21.06.2021 35 22. Cleanliness Drive (Swachh Bharat) at J.D.S.G. College Campus organize by NCC Unit 10.12.2020 35 23. Swachh Bharat Awareness Programm at Diffloo Pathar village Bokakhat 30.01.2021 30 24. International Women's Day celebration at Children Home , Bokakhat 8.03.2021 75 25. National webinar on The Short Stories and Children Literature by Dr. Bhabendranath Saikia (Assamese) 13/08/2020 100 26. National Webinar "# Me Too: The Politics of Gender and its Representation in Social Media." 17.07.2020 100 27. Lecture Series for English Honours Students 24.07.2020-4.08.2020 60 28. "Discussion on Bhabendra Nath Saikias Short Story and Children literature " 13/09/2020 100 29. Webinar : " Assamese Creative Writing in Contemporary Times" Organized by Department of Assamese, J.D.S.G College, Bokakhat 30/08/2020 100 30. Educational Tour (Assamese Department) 13/12/2020 75 31. Students And Teacher's Exchange Programme (JDSG College & A.D.P College, Nagaon, Assam) 19/02/2021 100 32. "Workshop for intellectual and mental development of children" 09/04/2021 200 33. A Lecture Programme on- "NATIONAL EDUCATION POLICY" Organized by ANUXANGA A join Association of Assamese & History Department, J.D.S.G

College 10/04/2021 200 34. An Online Lecture Series on the "Mental Health of Students in Contemporary Scenario: Motivation and Its Necessity" 3/7/2021 - 7/8/2021 200 35. An Online Career Counselling Programme was organised by Career Counselling Cell, J.D.S.G. College, Bokakhat on 5th August, 2020. Prof. Jugen Chandra Kalita, Gauhati University delivered the lecture as the Resource Person. Dr. Jayanta Gogoi, Principal, J.D.S.G. College welcomed the resource person and participants. The programme was hosted in Google Meet and Youtube Live Streaming 5.08.2020 300 36. An online Career Counselling Programme by Career Counselling Cell, J.D.S.G. College in association with IQAC, J.D.S.G. Colleg, Bokakhat in collaboration with Department of Education, Marangi Mahabidyalaya (Degree) on 22nd September, 2020. Noted career counsellor Dr. Buljit Buragohain, Principal, Gateway Institute of Hotel Management, Guwahati delivered the lecture as the resource person through two platforms namely Google Meet and Youtube Live Streaming. 22.09.2020 500 37. A Motivational Programme on "Personality Development" was organised by Kaziranga University, in association with Career Counselling Cell, J.D.S.G. College on 19th February, 2021 at the college premises. The welcome address was delivered by Dr. Jayanta Gogoi, Principal, J.D.S.G. College. 19.02.2021 100

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
<p>1. To prepare an annual budget for the college with all received amounts on various heads with transparent/viable heads of expenditure 2. To organise 02 National Seminars/Workshops if possible on Teaching, Learning and Evaluation and on review of CBCS Implementation. 01 (One) Seminar/Workshop on NEP, 2020 3. Let plans be made to send proposals to ICSSR, UGC, NAAC and other organisations for funds to organise such Seminars 4. At least 01 FDP/FIP for newly recruited Faculty Members 5. To initiate budgetary provisions for 02 Minor Research Projects to study about local issues 6. To introduce MIS for effective data/information management in the College. 7. 01 Soft Skill/Life Skill Programme for Degree Students 8. 01 Student Induction Programme 9. 01 Programme for Non-Teaching Staff 10. To streamline the Mentor-Mentee Process 11. To conduct an Academic and Administrative Audit 12. To streamline the customary Feedback system from students, to undertake Student Satisfaction Survey and to take Feedback from Management Representatives, Society Representatives, Parents/Guardians, Alumni and the Visitors to the College 13. To organise a Life Skill Development Programme for the Degree Students 14. To organise a programme on bio-diversity conservation keeping in view the</p>	<p>A good number of such programmes/plans were implemented. Some could not be organised due to the then Covid SOP issued by the Govt. of Assam</p>

obligation of the college towards the Kaziranga National Park, a World Heritage Site, situated in the close vicinity of the college 15. To organise at least five programmes by the NSS Wings for the neighbouring villages 16. To apply for a Women's Wing for the NCC 17. To organise a Self Defence Programme for the Girl students in collaboration with the Women Cell of the College 18. To organise the Poshan Week and to organise 01 special awareness programme for Gender Sensitization 19. To set up a big Suggestion/Feedback/Complaint Box near the Office of the Principal pertaining to various aspects of the College 20. To organise at least 05 counselling sessions through the Career Counselling Cell 21. To conduct a Computer Training Programme, a Spoken English Programme and a Travel and Tourism Management Programme so as to make some value-addition to the Programmes undertaken by the Degree students 22. To sign an MoU with AISECT, a leading Computer Training Institute based in Kolkata 23. To celebrate each National/International Day with a view to orient the students towards the goals, objectives and significance of the days. 24. To take regular feedback from students and other stakeholders pertaining to teaching, learning, evaluation, available infrastructure, facilities/amenities and overall academic and administrative

<p>experience of the college. 25. To organise a state level Debate/Essay Competition, a Poster Writing Competition in English and Assamese 26. To work for all round development of the adopted village by the college and to undertake a number of self-reliant programmes in the village in the auspices of the NSS 27. To create awareness about reading habits among the students and to institute two awards- Best Library User Award- one each for students and teachers- from the college Library. 28. To motivate the teachers to undertake Major and Minor Research Projects 29. To encourage the teachers to publish at least two papers/chapters each during the plan period. 30. To publish an ISSN Journal in the egis of the IQAC 31. A Seminar on NEP, 2020 in collaboration with Assam College Teachers' Association, Golaghat Zone, both for Teachers and Students</p>	
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13. Whether the AQAR was placed before statutory body? **Yes**

- Name of the statutory body

Name	Date of meeting(s)
Governing Body, JDSG College	14/09/2021

14. Whether institutional data submitted to AISHE

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13.Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Governing Body, JDSG College	14/09/2021
14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2019-20	31/03/2022
15.Multidisciplinary / interdisciplinary	
<p>The College already follows the CBCS Regulation devised by the affiliating University, namely Dibrugarh University for its UG programmes. The CBCS Regulation has a number of multidisciplinary/interdisciplinary courses for the students.</p> <p>The College has prepared 21 Add-on Certificate Courses for the UG level students which are MD/ID in nature. All of these Add-on Courses have been sent to Dibrugrah University for approval which will be run by the teaching departments and the IQAC.</p> <p>A number of these courses are being conducted in collaboration with some outside organisations/IT Firms.</p> <p>Students of the Arts and Commerce stream can enrol themselves for these MD/ID certificate/diploma programmes.</p>	
16.Academic bank of credits (ABC):	
<p>The College has already initiated measures to register its name with the DigiLocker Platform.</p> <p>Measures are being taken to get the name of our College registered with the NAD. Some issues have been encountered in getting our institute registered and the issues have been taken up with the DigiLocker HelpLine Email ID/Team.</p> <p>All the students of the UG level have been made aware and sensitized about the significance of ABC. They have been encouraged to open their ABC IDs and all have done it. The said</p>	

IDs have been collected from the students through a Google Form which all have to mandatorily fill and submit to the College Office.

The students of the PG level in the Department of Assamese have also been encouraged to create their ABC IDs.

17.Skill development:

Measures have been taken for the following Skill Development Programmes in the College:

1. 6-Months' Computer Application Programme being run by the IQAC in collaboration with AISECT, a national level Skill Development Organisation.
2. A three-months' cutting-knitting programme to be conducted under the aegis of the Women's Cell of the College
3. An LED bulb making training programme under the Incubation and Innovation Cell
4. A Certificate Programme in Tea Planation and Management
5. Ceritificate Programme on vermicompost preparation
6. Certificate Programme on Yoga

Except the first one, the later courses are in the preparatory stage which will be carried out from the next academic session.

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

A Certificate Programme in the learning and teaching of Sankrit (both language and literature) is being mooted.

Teaching is imparted mainly through Assamese and the Hindi language in the HS and UG level.

Lecture programs etc are organized periodically in collaboration with Brahmakumari Aiswariyo Viswavidyalaya on life skills, etc.

Annual cultural and literary programmes are organized where students belonging to different culture, caste, creed, religion etc can showcase their culture, art, literature, etc.

Cultural processions showcasing all tribes, their cultural markers and glorifying the great Indian cultural tradition is a regular phenomenon.

A certificate course on Indian Knowledge System and Practices including the Indian Worldview is being planned in the auspices of the IQAC.

This is how the College tries to integrate Indian knowledge system.

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

The UG level curriculum for the students devised by Dibrugarh University which the college also implement have definite learning objectives and learning outcomes. These objectives and outcomes are clearly written for each course of study for each semester.

The faculty members try to focus on these objectives and outcomes and for that they try to make the students aware about them.

The parents/guardians are also made aware about these Course Outcomes and Programme Outcomes whenever parent-teacher meets are convened.

The COs and POs are assessed as per the prescribed guidelines of the University.

20.Distance education/online education:

The College has not started its own online programme yet.

However, the college has two different Study Centre for Distance education- one under Krishna Kanta Handique State Open University (KKHSOU) and the other under Directorate of Open and Distance Learning, Dibrugarh University. Both the study centre offer UG and PG Programmes in various subjects.

Extended Profile

1.Programme

1.1 164

Number of courses offered by the institution across all programs

during the year

File Description	Documents
Data Template	View File

2.Student

2.1 1196

Number of students during the year

File Description	Documents
Data Template	View File

2.2

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

File Description	Documents
Data Template	View File

2.3 363

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 40

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 40

Number of Sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	164
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	1196
File Description	Documents
Data Template	View File
2.2 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 Number of outgoing/ final year students during the year	363
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	40
File Description	Documents
Data Template	View File

3.2	40
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	41
Total number of Classrooms and Seminar halls	
4.2	10.20
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	115
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

Each year at the beginning of the session, a plan and procedure for the curriculum delivery process is maintained starting with preparation of a proper class arrangement system. The classes are arranged keeping in view the credit point system and hence the number of classes are distributed accordingly based on the weightage each paper carries. Class notes as well as reading materials were provided to student by the faculty members both through online and offline means. Classes on ICT modes are also taken by our teachers from time to time. Teachers Exchange Programs as well as Alumni meets are also arranged from time to time in order to motivate the students. Further parent teachers meets are also arranged to inform the parents about the progress of their wards.

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)

Two sessional exams are conducted under the guidance of the college Academic In-charge for each session to evaluate or monitor the progress of the students. The marks students obtain through these exams are later added to the internal assessment. A few of the departments even arrange seminars or often assign students with projects after taking a field survey. The marks obtained in such projects are later added to internal assessment.

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**

12

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

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

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

30

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

0

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

1.3 - Curriculum Enrichment

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

The institution has regularly organized various programs that are related to topics such as

Gender, Human Values, Environment and Sustainability.

The faculty members and the students take active part in these programs

Apart from these, other awareness programs are also organized by our college from time to time.

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

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

2

File Description	Documents
Any additional information	View File
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)	No File Uploaded

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

1096

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

1.4 - Feedback System

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

D. Any 1 of the above

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

1.4.2 - Feedback process of the Institution may be classified as follows **D. Feedback collected**

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

462

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

462

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

There are some slow learners like all other educational institutes. The knowledge levels of all learners are different. Therefore, they can not be categorised into one group. Keeping this in view, their levels of understanding, the learning strategies must be different. In this institution, initiatives are taken for slow learners and advance learners. Various remedial classes, tutorial classes, extra materials are provided. Different skill based courses are conducted to build up their skills so that they can make themselves self-dependent. Moreover, a student friendly behaviour is tried to develop among all faculty members. Apart from this, many classes are taken by majority of teachers via Google classroom. Many faculty members take ICT classes by using ICT tools. Some of them also conduct various advanced motivational sessions to inspire the students to learn.

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
1196	40

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

To enhance the knowledge of students, various student centric methods are adopted. Various field studies are conducted by different departments of this college. Moreover, the participative learning method is applied to develop their confidence level like arrangement of quiz programme, group discussion, by changing role between teachers and students, etc. Apart from this, at the end of every class, special time is allowed as doubts clearing session to clear their doubts or confusion on every topic. Moreover, Mentor- Mentee is assigned for a group of students to solve and attend to their problem in addition to their academic problems so as to develop a friendly behaviour between teachers and students.

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

The faculties of this institution use various ICT enabled tools for an effective teaching. Use of projectors in digital classrooms and smart classrooms, use of computer labs for practical classes, online teaching platforms like Google Classroom, Zoom, Google Meet etc for online teaching.

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

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

40

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

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

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

10

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

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

2.4.3.1 - Total experience of full-time teachers

709.17

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

2.5 - Evaluation Process and Reforms

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

Since this institution follows the guidelines of Dibrugarh University, it can be clearly stated that according to the CBCS regulation of Dibrugarh University, in every academic year two sessional examinations for internal assessments are conducted to evaluate their learning and to demonstrate their application of skills and knowledge. The academic calendar of Dibrugarh University stipulates the period of conducting the sessional examinations for internal assessment in every academic session. 20% of total marks are carried from internal assessment and 80% marks are taken from semester end examination.

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 redressal or solution of various grievances regarding internal examination or any other aspects of the college is generally settled by the grievance redressal cell. This cell is specially designed for solving various issues/grievances among students pertaining to various academic and discipline related issues. The members of this grievance redressal committee attend to the grievances in an efficient and time-bound manner. They adopt the effective strategies to solve the issues within a short period and they maintain transparency by submitting their opinions to the authority as well as presenting it before the students..

Since the college was closed for covid protocols during most part of the year, there were no grievances and hence, there were no committee meetings.

File Description	Documents
Any additional information	No File Uploaded
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.

This institution mainly offers two main Programmes i.e. Bachelor of Arts(BA) and Bachelor of Commerce (B.Com). At the beginning of every semester or can say every academic year, it is tried by every faculty to take one or two special classes on programme outcomes or course outcomes. The faculties give lectures on the course structure and about the relevance of each paper included in the syllabus, the significance of a particular subject and the future application of that respective paper. Moreover, they describe the various career opportunities available under those courses. Apart from the traditional courses, this institution also offers some value added and skill based courses like Tourism, Entrepreneurship Development which make the students learn how to take this area of work as a source of livelihood in life.

Besides, students are made aware about the program/course outcomes in the Student Induction Programme.

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.

This institution tries to evaluate the attainment of programme outcomes and course outcomes from time to time by Continuous

Internal Evaluation (CIE) with results of internal assessment. Secondly, various semester end examinations are conducted and review meeting is arranged after declaration of results of every semester examination. The authority arrange HOD & staff meetings to analyse the results and take every possible corrective step to make better performance in the next year.

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

303

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

2.7 - Student Satisfaction Survey

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

https://docs.google.com/forms/d/e/1FAIpQLSdnIszKvIm_IAwntYFTkEw9hkKsdHRN91Fz_5wU7W4tYu20Tg/viewform?usp=sf_link

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)

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://icssr.org

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

13

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

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

9

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

24

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

Throughout the year, several activities are carried out under the aegis of NSS, Women Cell, NCC, etc. which are meant to sensitise the students to social issues. The college has an adopted village, Japoripathar, where the NSS carries out several community welfare activities. The volunteers earthfilled and even repaired Kaccha dilapidated roads joining Japori Pathar and methoni Tea-estate. Apart from these there were a couple of cleanliness drives in the animal corridors of Kaziranga National Park. The women cell also organises awareness programmes for sensitising the neighbourhood communities regarding gender issues.

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

2

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

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

8

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

427

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

3.4 - 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

1

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	No File Uploaded

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

02

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
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 modest facilities for teaching, learning and evaluation. The College has the following facilities:

1. A total of 33 classrooms and a total of 55 rooms for various academic and administrative works.
2. It has a total of 08 Seminar Halls which are ICT enabled.
3. The Department of Education has a laboratory for practical learning purposes.
4. It has a well-equipped computer lab with 115 numbers of computers.
5. It has a Cultural Study Centre, Kaziranga Study Centre, a Gym, two hostels-one each for boys and girls and a canteen for refreshment.
6. It has a Literary Club as well as provision for Wall Magazines for an outlet of the students' literary talents.
7. It has a green club. College believes that it is our responsibility to minimize environmental impact but also promote environmental awareness among students and staff.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Click on Facility head in https://jdsgcollege.edu.in/

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

- The college has adequate facilities for games and sports that include the following:
 - One Football Ground, one six lane grass track, Jumping pit, discus throw circle, shot put/ hammer throw circle, one volleyball court, one temporary badminton court, one pavilion building, spaces for boxing/ taekwondo, an indoor stadium under construction.
 - Stock of sports equipments include Volleyball net and Balls, badminton net and racquets, Boxing gloves, Punching pad, Whistle, Starting Clapper, Olympic torch, Relay batons, measuring tape, Football and football corner flags, TT Board, Carom Board, Chess Board, etc.
- The college has one fitness gym with equipments that include Five station Multi Gym, Dumbbell bar, Barbell Bar, Dumbbell weight, Plates, Exercise ball, Weight Machine, Recumbent Bike, Exercise Bike and Treadmill.
- There is a cultural study centre for the study of local art and culture including performing art forms. There is a stage for the development of talent of students in the fields of drama, music and dance.
- There is a yoga centre in the college which was started in 10/06/2015. The centre organizes International day of yoga on 21st June every year in collaboration with Vivekananda Kendra Bokakhat Branch and Patanjali Yogpeeth. Local Tutors are invited for yoga instruction to students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Click on Facility head in https://jdsgcollege.edu.in/

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

8

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

8

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)**

10.20

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 college library has moderate infrastructure with modest facilities. The library is automated with the SOUL Software for House Keeping Operations. Software for the present automation process is being supplied by the INFLIBNET Centre. The Software has been supplied free of cost.

The College library has collected rare books and a few numbers of manuscripts from Kuruabahi Satra, a socio-cultural and spiritual centre of Vaishnavite culture. These manuscripts are in the form of Sanchipaat.

There is a physical collection of two manuscripts, namely-

1. Durga Puza Bidhi
2. Bishnu Puza Bidhi

Moreover, the College Library has a digital collection of more than 100 numbers of manuscripts of Sri Sri Kuruabahi Satra. It has also collected special reports relating to researches relating to various aspects of bio-diversity conservation keeping in view the situation of the KNP near the College. Besides, these reports have been collected keeping in view the Kaziranga Study Centre which has been opened in the College. The College library has also collected a number of books, journals, magazines, CDs, etc.

Details of ILMS software:

- Name of ILMS software : Soul
- Nature of automation (fully or partially) : Fully Automated
- Version :2.0
- Year of Automation : 2009

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

E. None of the above

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

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

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

1.07

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

19

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 a total of 115 computers at present. It reviews and updates its IT facilities as per requirements and needs. There are 8 rooms with ICT facility, 1 room with LCD facility, 1 room with Wi-Fi Lan facility and 8 Smart class rooms. At present the computers in the College office are connected by LAN and all

these PCs have i7 processors. The Wi-Fi facilities are available within the college campus installed by Jio. Leased line is provided by BSNL. There is a limit of free usage by students upto 20 MB. The IT affairs are looked after by a team consisting of the Principal, Vice Principal, Academic-in-charge, teachers, administrative staff and IT experts whose services are hired from outside the college. The college has its own website.

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

4.3.2 - Number of Computers

115

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

4.3.3 - Bandwidth of internet connection in the Institution B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	View File
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)

15.75

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

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

The college utilises funds for maintaining and developing physical, academic and support facilities like laboratory in the Department of Education, the library, field maintenance for games and sports, purchasing sports equipments/goods, purchasing computers, renovation/modification and construction of new classrooms, etc following set procedures and norms of transparency and decentralisation. The college has set up a number of committees/cells/bodies for the smooth conduct of all affairs of the college. These committees deliberate, decide and places needs/demands for all purchases/constructions/renovations in the college. The Principal (who is also the Secretary of the College) places the demands and budgetary requirements placed before him by these Committees/Cells/Bodies before the Governing Body and takes approval for the same. All related expenditure statements are placed before the Governing Body for final approval by the Principal and Secretary.

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

1099

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

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

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

1134

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

C. 2 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)	No File Uploaded

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

950

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

950

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

12

File Description	Documents
Self-attested list of students placed	No File Uploaded
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

15

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

02

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

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.**

01

File Description	Documents
e-copies of award letters and certificates	View File
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)	View File

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

JDSG College has an active students' union which is democratically elected every year. As per established processes and norms, student representatives feature regularly in various academic, administrative, co-curricular and extracurricular activities. The annual college week provides platform for the students to showcase their talents in sports, cultural and literary fields. There are student representatives in various committees for ensuring transparency.

File Description	Documents
Paste link for additional information	https://jdsgcollege.edu.in/student-union/
Upload any additional information	No File Uploaded

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

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

01

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

5.4 - Alumni Engagement

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

The process of registration of the Alumni Association is going on.

The Alumni Association of the college works relentlessly for the development of the institution. The Association has contributed immensely through various support services.

File Description	Documents
Paste link for additional information	The Alumni Association Link will be available soon
Upload any additional information	No File Uploaded

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The vision of the institution is "Education for Social justice and peace" and the college has been sincere and devout in its approach to contribute towards the social, moral, economic, literary and cultural upliftment of the students. The college authorities ensure that students from different strata of the society get equal opportunities. The students from the marginalized section of the society are provided with various scholarships and they can also avail free admission.

File Description	Documents
Paste link for additional information	https://jdsgcollege.edu.in/about/
Upload any additional information	No File Uploaded

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

The college practices decentralized governance and participative management. There are various committees for the smooth functioning of the college. The organogram of the college, uploaded in the college website, bears evidence to the decentralised administration of the college. The Academic in-charge of the college is in charge of the academic activities like smooth functioning of the classes, notifying the class routine, etc. The examination committee conducts the various internal and university examinations. Moreover, there are several sub-committees of the IQAC.

File Description	Documents
Paste link for additional information	https://jdsgcollege.edu.in/organogram/
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The College prepares a perspective plan for an academic year which is generally prepared by the IQAC after inputs from all stakeholders. The perspective plan includes development activities cutting across academics, research projects, seminars, infrastructure, games and sports, basic amenities, IT augmentation, purchases and repairs, organising various events, etc.

The Perspective Plan is placed before the IQAC meet and is approved. It is also placed before the College Governing Body for final approval.

The Plan approved this way is uploaded to the College Website.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://jdsgcollege.edu.in/annual-plan/
Upload any additional information	No File Uploaded

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

The decentralisation of various functions of the College can be seen through the organisational structure and the hierarchy in the decision making/implementation and service delivery process. The policies, appointments, service rule, procedures etc are transparent for all which are displayed in the public domain like the College Website.

The Organogram of the College best exemplifies the structure and its effectiveness.

File Description	Documents
Paste link for additional information	nil
Link to Organogram of the Institution webpage	https://jdsgcollege.edu.in/organogram/
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination **B. Any 3 of the above**

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

6.3 - Faculty Empowerment Strategies

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

The College has the following welfare measures for its Teaching and Non-Teaching Staff:

1. The transparent and pliant Leave Rules
2. The College Canteen which sales items at subsidized rates.
3. The College Guest House and the Cottage where Guests of Teaching and Non-Teaching Staff can accommodate their guests at reduced rates.
4. Aid from the College Staff to ailing members.
5. Staff Mutual Benefit Fund wherefrom loans are granted at nominal rate of interest which go back as share to all members of the Teaching and the Non-Teaching Staff.

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

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

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

NIL

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

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

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

NIL

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

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

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

FDP=15,Refresher Course= 07,Orientaion/FIP= 07, Short Term Course =01

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

The College follows the Govt. of Assam/UGC Guidelines for Performance Appraisal System of the Teaching and Non-Teaching

Staff.

In matters of promotions, the PBAS proforma devised by Govt. of Assam/UGC is followed for performance appraisal on annual basis.

The Annual Confidential Report is prepared providing sufficient window and opportunities for representation to the members.

Members are given opportunities to place their proposals of promotion at least three months prior to their due date of promotion.

The proposals are scrutinized by the IQAC/DPC for fulfilling the requirements as per Govt. OMs/Guidelines.

File Description	Documents
Paste link for additional information	https://dte.assam.gov.in/resource/detail/cas-promotion-format-of-annual-self-assessment-for-the-performance-based-appraisal
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

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

The Government Audit for the period is going on and in the final stage of submission as on 30th July, 2022.

The Internal Audit is regularly done and a summary of the receipts and expenditure statement is being uploaded to the College Website for the concerned period.

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)

NIL

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

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

The institute mobilizes funds from the following main sources:

1. Department of Higher Education, Government of Assam
2. UGC (Has not received any fund for quite sometime, though)
3. RUSA
4. Fee collected from students on various heads

Besides these, some amount of funds are received from the College Guest House, the Agro-Farming Cell, sale proceeds of some perishable items like logs and branches of trees, lemon, ginger, etc.

The fund so collected are spent through an annual budget through various ad-hoc committees/cells constituted for the sake of convenience and decentralization of powers and functions of the College. Periodic review meetings are held to assess the optimal use of these funds.

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

6.5 - Internal Quality Assurance System

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

The IQAC plans, strategies and monitors the quality assurance and sustenance measures of the College.

Generally, at the beginning of each academic year, the Annual Plan of Action for quality assurance is prepared by the IQAC which is placed before the Governing Body for approval.

All events are planned, executed and documented by the IQAC.

Periodic, normally once in every three months, IQAC meetings are organised to assess the progress made by the IQAC in the quality sustenance measures.

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

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

The Principal and his deputies through the Academic Committee, at the instruction and at the behest of the IQAC, reviews the teaching learning process generally once in every three months. Review meetings are held after the declaration of each semester-end examination and the HS Final results. The Heads of the Teaching Departments are invited once in every month, sometimes even sooner if situation so demands, to take stock of the teaching, learning and continuous evaluation process.

All faculty members are invited periodically to the staff meetings where they are briefed about the lacunae found or

noticed in the teaching learning process. Their feedback is also taken into consideration.

Students are made aware about the program and course objectives and outcomes at the beginning of each academic year or at the beginning of each semester. Student Induction Programs are organised for that purpose.

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

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

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	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

In general, the institution organizes many programmes like

International Women's Day, gender equity activities, co-curricular activities etc. within the college premises but due to the covid pandemic situation no programmes or activities have been organized during this session. Apart from the above mentioned part, the institution provides many facilities for women in terms of safety and security. among them, the institution has day and night security service within the college premises, which provides full liberty to women to work together with men at all time. moreover, the institution has a Girls' common room which provides extra facilities for the girl students and maintained the privacy as well. Another significant facility provided for the girl students is that hostel accommodation for them within the college premises, which helps a lot to them in boarding here from the many remote areas.

File Description	Documents
Annual gender sensitization action plan	https://drive.google.com/file/d/1F4WLA2BL1fnxC9UYFcflx5sVACfh-KIm/view?usp=sharing
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	<p>a) Safety and Security • Institution has Separate hostels for men women with dedicated wardens. • Awareness campaigns on women safety and gender sensitivity through street plays and camps by women cell. • The institution has strict regulations for Anti-Ragging, Anti-smoking and Mobile free campus. • The institute allots rotational duty to all faculty members for discipline and security. • Security cameras have been installed in all corners of the institution campus. b) Counseling • Grievance Redressal Committees for staff and students • Human rights • Gender Equality • Career Counseling C) Common Room: • In most of the Institutions common rooms have been allocated for men and women students . Other Activity: A part of NSS & NCC activities, free educational camps are organized fortnightly in adopted village. Relevant information : a) A Lecture of Gender Sensitization : Dated: 07/09/ 2019 Resource Person : Ms Amritpriya Kakoti, Advocate, Guwahati Highcourt</p>

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

B. Any 3 of the above

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

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

Regarding the degradable and non-degradable waste, the Institution has taken many initiatives or efforts. Specially, the institution has taken steps in regard to solid waste, liquid waste as well as E-waste Management. In this regard, the local municipal board, namely Bokakhat Municipal Board has kindly agreed to collect, use or dispose of or manage the solid and liquid waste from the college and it is being done specially from this year. Besides, the College has an existing memorandum of understanding with one IT Firm, namely, HD Infocom regarding recycling for re-use of E-Waste keeping in view the environmental safety and cost perspective. The related certificate has also been uploaded.

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:

C. Any 2 of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
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

B. Any 3 of the above

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 Institution has taken many initiatives for providing an inclusive environment, i.e., tolerance and harmony towards cultural, regional, linguistic communal, socio- economic and other diversities. Among them special mention may be made of the cultural programs, the Central Freshers' and the Teachers' get-together, etc. Moreover, the institution has created tolerance and harmony within the students through the Saraswati Puja or Biswakarma Puja practised in the college campus every year where students across the entire spectrum of society participate irrespective of race, colour, religion, etc..The cultural exchange programme with the other institution (College) has also created an environment of tolerance and harmony.

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

Regarding constitutional obligations: Values, right, duties as well as the responsibilities of citizens; the institution (college) has taken sincere efforts in celebrating the commemorative days, i.e., the Republic Day. Independence Day etc. Moreover, through the election process of the students' Union Body, both the students and employees learn a lot about the responsibilities of citizens in a democracy. Thus, through the activities, the institution has inculcated the values for being responsible citizens as envisioned in the constitution of India.

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 4. Annual awareness programmes on Code of Conduct are organized

D. Any 1 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

The institution commemorates and celebrates significant events in the College premises with great pride and honour. World Environment Day is such a yearly event. Annually, to mark this occasion tree plantation drive is conducted in the college premises by the NCC members and the NSS team of the college along with the staff. Another significant event of the institution organized annually is the August Revolution Memorial lecture. On 9th August 2020, the occasion was graced by the presence of Prof. Sawaran Singh, Professor & Chairman CIPOD, SIS, Jawaharlal Neheru University as one of the resource persons.

Again to commemorate the national service scheme day(NSS) on 24th September the institution organized a day-long programme along with a cleanliness drive in the campus, distribution of face masks and sanitizer in the covid19 pandemic, followed by a flag hoisting in the campus by Principal Dr. Jayanta Gogoi.

Independence Day, Republic Day, International Day of Non-Violence, Constitution Day, Tourism Day, etc are celebrated as annual events in the college by flag hoisting with extra-curricular activities by the students. International Women’s Day is another notable event celebrated every year to create awareness among women and to promote women empowerment.

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

7.2 - Best Practices

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

Best Practices

1. Our college caters to the downtrodden and minority communities of Assam. Most of the students of the college

belong to minority communities, SC,ST, TGL, etc. The college familyensures that the students never feel discrimination in the college. Extra classes are also taken for their betterment.

2. The college fraternity is also actively involved in various social activities. The Upper Assam Handicapped Centre is one such organisation where the college is engaged in various ways. The NSS units also involve in various environment related activities in KNP (Kaziranga National Park) .

1. Title of the practice: Enrollment of students from minority communities

2. Objective of the practice : main objective is to empower the students from downtrodden communities by providing them equal opportunities.

3. Evidence of Success : The success of this practice is evident from the fact that most of the students are from these communities and they have excelled in life. Some have succeeded in competitive examination.

4. Problems Encountered and Resources Required : The problems are mostly financial.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

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

The institution literally abides by its stated motto of "Education for Social Justice and Peace". It admits students from the peripheral society who generally cannot get a seat in the celebrated colleges of the cities due to the fact that most of them pass with minimum of marks in HSLC and HS. Besides, a good number of them belong to STs, SCs, OBCs and the TGLs. Most of them also hail from flood-affected areas and are from BPLfamilies. The number of students availing the Fee Waiver

Scheme initiated by the Government of Assam is, therefore, great and it bears testimony to the fact that most of the students are from BPL families. Thus, the College religiously follows the ideals of equity, access and social justice in admitting these students. The results, as is very natural, is not that good and the College bears this risk every year. But many of these students excel in many other areas of life like games and sports, culture, art, etc. A good number of the pass-outs from our College have got engagement in the defence forces, state police department and in other jobs through sports.

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	
<p>Each year at the beginning of the session, a plan and procedure for the curriculum delivery process is maintained starting with preparation of a proper class arrangement system. The classes are arranged keeping in view the credit point system and hence the number of classes are distributed accordingly based on the weightage each paper carries. Class notes as well as reading materials were provided to student by the faculty members both through online and offline means. Classes on ICT modes are also taken by our teachers from time to time. Teachers Exchange Programs as well as Alumni meets are also arranged from time to time in order to motivate the students. Further parent teachers meets are also arranged to inform the parents about the progress of their wards.</p>	
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)	
<p>Two sessional exams are conducted under the guidance of the college Academic In-charge for each session to evaluate or monitor the progress of the students. The marks students obtain through these exams are later added to the internal assessment. A few of the departments even arrange seminars or often assign students with projects after taking a field survey. The marks obtained in such projects are later added to internal assessment.</p>	

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

<p>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</p>	<p>C. Any 2 of the above</p>
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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
12

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

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	View File
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded
1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year	
30	
1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year	
0	
File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded
1.3 - Curriculum Enrichment	
1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	
<p>The institution has regularly organized various programs that are related to topics such as</p> <p>Gender, Human Values, Environment and Sustainability.</p> <p>The faculty members and the students take active part in these programs</p> <p>Apart from these, other awareness programs are also organized by our college from time to time.</p>	

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

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

2

File Description	Documents
Any additional information	View File
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)	No File Uploaded

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

1096

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

1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	D. Any 1 of the above
File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	View File
1.4.2 - Feedback process of the Institution may be classified as follows	D. Feedback collected
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	
462	
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

462

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

There are some slow learners like all other educational institutes. The knowledge levels of all learners are different. Therefore, they can not be categorised into one group. Keeping this in view, their levels of understanding, the learning strategies must be different. In this institution, initiatives are taken for slow learners and advance learners. Various remedial classes, tutorial classes, extra materials are provided. Different skill based courses are conducted to build up their skills so that they can make themselves self- dependent. Moreover, a student friendly behaviour is tried to develop among all faculty members. Apart from this, many classes are taken by majority of teachers via Google classroom. Many faculty members take ICT classes by using ICT tools. Some of them also conduct various advanced motivational sessions to inspire the students to learn.

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
1196	40

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

To enhance the knowledge of students, various student centric methods are adopted. Various field studies are conducted by different departments of this college. Moreover, the participative learning method is applied to develop their confidence level like arrangement of quiz programme, group discussion, by changing role between teachers and students, etc. Apart from this, at the end of every class, special time is allowed as doubts clearing session to clear their doubts or confusion on every topic. Moreover, Mentor- Mentee is assigned for a group of students to solve and attend to their problem in addition to their academic problems so as to develop a friendly behaviour between teachers and students.

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

The faculties of this institution use various ICT enabled tools for an effective teaching. Use of projectors in digital classrooms and smart classrooms, use of computer labs for practical classes, online teaching platforms like Google Classroom, Zoom, Google Meet etc for online teaching.

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

16

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

40

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

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

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

10	
File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File
2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)	
2.4.3.1 - Total experience of full-time teachers	
709.17	
File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File
2.5 - Evaluation Process and Reforms	
2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.	
<p>Since this institution follows the guidelines of Dibrugarh University, it can be clearly stated that according to the CBCS regulation of Dibrugarh University, in every academic year two sessional examinations for internal assessments are conducted to evaluate their learning and to demonstrate their application of skills and knowledge. The academic calendar of Dibrugarh University stipulates the period of conducting the sessional examinations for internal assessment in every academic session. 20% of total marks are carried from internal assessment and 80% marks are taken from semester end examination.</p>	

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 redressal or solution of various grievances regarding internal examination or any other aspects of the college is generally settled by the grievance redressal cell. This cell is specially designed for solving various issues/grievances among students pertaining to various academic and discipline related issues. The members of this grievance redressal committee attend to the grievances in an efficient and time-bound manner. They adopt the effective strategies to solve the issues within a short period and they maintain transparency by submitting their opinions to the authority as well as presenting it before the students..

Since the college was closed for covid protocols during most part of the year, there were no grievances and hence, there were no committee meetings.

File Description	Documents
Any additional information	No File Uploaded
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.

This institution mainly offers two main Programmes i.e. Bachelor of Arts(BA) and Bachelor of Commerce (B.Com). At the beginning of every semester or can say every academic year, it is tried by every faculty to take one or two special classes on programme outcomes or course outcomes. The faculties give lectures on the course structure and about the relevance of each paper included in the syllabus, the significance of a particular subject and the future application of that respective paper. Moreover, they describe the various career opportunities available under those courses. Apart from the traditional courses, this institution

also offers some value added and skill based courses like Tourism, Entrepreneurship Development which make the students learn how to take this area of work as a source of livelihood in life.

Besides, students are made aware about the program/course outcomes in the Student Induction Programme.

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.

This institution tries to evaluate the attainment of programme outcomes and course outcomes from time to time by Continuous Internal Evaluation (CIE) with results of internal assessment. Secondly, various semester end examinations are conducted and review meeting is arranged after declaration of results of every semester examination. The authority arrange HOD & staff meetings to analyse the results and take every possible corrective step to make better performance in the next year.

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

303

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

2.7 - Student Satisfaction Survey

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

https://docs.google.com/forms/d/e/1FAIpOLSDnIszKvIm_IAwntYFTkEw9hkKsdHRN91Fz_5wU7W4tYu20Tg/viewform?usp=sf_link

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)

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

1	
File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://icssr.org
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	
13	
File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File
3.2 - Research Publications and Awards	
3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year	
3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year	
9	
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

24

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

Throughout the year, several activities are carried out under the aegis of NSS, Women Cell, NCC, etc. which are meant to sensitise the students to social issues. The college has an adopted village, Japoripathar, where the NSS carries out several community welfare activities. The volunteers earthfilled and even repaired Kaccha dilapidated roads joining Japori Pathar and methoni Tea-estate. Apart from these there were a couple of cleanliness drives in the animal corridors of Kaziranga National Park. The women cell also organises awareness programmes for sensitising the neighbourhood communities regarding gender issues.

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

2

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

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

8

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

427

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

3.4 - 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

1

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	No File Uploaded

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

02

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
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 modest facilities for teaching, learning and evaluation. The College has the following facilities:

1. A total of 33 classrooms and a total of 55 rooms for various academic and administrative works.
2. It has a total of 08 Seminar Halls which are ICT enabled.
3. The Department of Education has a laboratory for practical learning purposes.
4. It has a well-equipped computer lab with 115 numbers of computers.
5. It has a Cultural Study Centre, Kaziranga Study Centre, a Gym, two hostels-one each for boys and girls and a canteen for refreshment.
6. It has a Literary Club as well as provision for Wall Magazines for an outlet of the students' literary talents.
7. It has a green club. College believes that it is our responsibility to minimize environmental impact but also promote environmental awareness among students and staff.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Click on Facility head in https://jdsgcollege.edu.in/

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

- The college has adequate facilities for games and sports that include the following:
- One Football Ground, one six lane grass track, Jumping

pit, discuss throw circle, shot put/ hammer throw circle, ,one volleyball court, one temporary badminton court, one pavilion building, spaces for boxing/ taekwondo, an indoor stadium under construction.

- Stock of sports equipments include Volleyball net and Balls, badminton net and racquets, Boxing gloves, Punching pad, Whistle, Starting Clapper, Olympic torch, Relay batons, measuring tape, Football and football corner flags, TT Board, Carom Board, Chess Board, etc.
- The college has one fitness gym with equipments that include Five station Multi Gym, Dumbbell bar, Barbell Bar, Dumbbell weight, Plates, Exercise ball, Weight Machine, Recumbent Bike, Exercise Bike and Treadmill.
- There is a cultural study centre for the study of local art and culture including performing art forms. There is a stage for the development of talent of students in the fields of drama, music and dance.
- There is a yoga centre in the college which was started in 10/06/2015. The centre organizes International day of yoga on 21st June every year in collaboration with Vivekananda Kendra Bokakhat Branch and Patanjali Yogpeeth. Local Tutors are invited for yoga instruction to students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Click on Facility head in https://jdsgcollege.edu.in/

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

8

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

8

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)

10.20

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 college library has moderate infrastructure with modest facilities. The library is automated with the SOUL Software for House Keeping Operations. Software for the present automation process is being supplied by the INFLIBNET Centre. The Software has been supplied free of cost.

The College library has collected rare books and a few numbers of manuscripts from Kuruabahi Satra, a socio-cultural and spiritual centre of Vaishnavite culture. These manuscripts are in the form of Sanchipaata.

There is a physical collection of two manuscripts, namely-

1. Durga Puza Bidhi

2. Bishnu Puza Bidhi

Moreover, the College Library has a digital collection of more than 100 numbers of manuscripts of Sri Sri Kuruabahi Satra. It has also collected special reports relating to researches relating to various aspects of bio-diversity conservation keeping in view the situation of the KNP near the College. Besides, these reports have been collected keeping in view the Kaziranga Study Centre which has been opened in the College. The College library has also collected a number of books, journals, magazines, CDs, etc.

Details of ILMS software:

- Name of ILMS software : Soul
- Nature of automation (fully or partially) : Fully Automated
- Version :2.0
- Year of Automation : 2009

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

E. None of the above

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

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

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

1.07

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**

19

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 a total of 115 computers at present. It reviews and updates its IT facilities as per requirements and needs. There are 8 rooms with ICT facility, 1 room with LCD facility, 1 room with Wi-Fi Lan facility and 8 Smart class rooms. At present the computers in the College office are connected by LAN and all these PCs have i7 processors. The Wi-Fi facilities are available within the college campus installed by Jio. Leased line is provided by BSNL. There is a limit of free usage by students upto 20 MB. The IT affairs are looked after by a team consisting of the Principal, Vice Principal, Academic-in-charge, teachers, administrative staff and IT experts whose services are hired from outside the college. The college has its own website.

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

4.3.2 - Number of Computers

115

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

4.3.3 - Bandwidth of internet connection in the Institution B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	View File
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)

15.75

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

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

The college utilises funds for maintaining and developing physical, academic and support facilities like laboratory in the Department of Education, the library, field maintenance for games and sports, purchasing sports equipments/goods, purchasing computers, renovation/modification and construction of new classrooms, etc following set procedures and norms of transparency and decentralisation. The college has set up a number of committees/cells/bodies for the smooth conduct of all affairs of the college. These committees deliberate, decide and places needs/demands for all purchases/constructions/renovations in the college. The Principal (who is also the Secretary of the College) places the demands and budgetary requirements placed before him by these Committees/Cells/Bodies before the Governing Body and takes approval for the same. All related expenditure statements are placed before the Governing Body for final approval by the Principal and Secretary.

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

1099

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

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

1134

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

C. 2 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)	No File Uploaded

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

950

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

950

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

12

File Description	Documents
Self-attested list of students placed	No File Uploaded
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

15

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

02

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

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.

01

File Description	Documents
e-copies of award letters and certificates	View File
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)	View File

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

JDSG College has an active students' union which is democratically elected every year. As per established processes and norms, student representatives feature regularly in various academic, administrative, co-curricular and extracurricular activities. The annual college week provides platform for the students to showcase their talents in sports, cultural and literary fields. There are student representatives in various committees for ensuring transparency.

File Description	Documents
Paste link for additional information	https://jdsgcollege.edu.in/student-union/
Upload any additional information	No File Uploaded

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

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

01

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

5.4 - Alumni Engagement

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

The process of registration of the Alumni Association is going on.

The Alumni Association of the college works relentlessly for the development of the institution. The Association has contributed immensely through various support services.

File Description	Documents
Paste link for additional information	The Alumni Association Link will be available soon
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The vision of the institution is "Education for Social justice and peace" and the college has been sincere and devout in its approach to contribute towards the social, moral, economic, literary and cultural upliftment of the students. The college authorities ensure that students from different strata of the society get equal opportunities. The students from the marginalized section of the society are provided with various scholarships and they can also avail free admission.

File Description	Documents
Paste link for additional information	https://jdsgcollege.edu.in/about/
Upload any additional information	No File Uploaded

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

The college practices decentralized governance and participative management. There are various committees for the smooth functioning of the college. The organogram of the college, uploaded in the college website, bears evidence to the decentralised administration of the college. The Academic

in-charge of the college is in charge of the academic activities like smooth functioning of the classes, notifying the class routine, etc. The examination committee conducts the various internal and university examinations. Moreover, there are several sub-committees of the IQAC.

File Description	Documents
Paste link for additional information	https://jdsgcollege.edu.in/organogram/
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The College prepares a perspective plan for an academic year which is generally prepared by the IQAC after inputs from all stakeholders. The perspective plan includes development activities cutting across academics, research projects, seminars, infrastructure, games and sports, basic amenities, IT augmentation, purchases and repairs, organising various events, etc.

The Perspective Plan is placed before the IQAC meet and is approved. It is also placed before the College Governing Body for final approval.

The Plan approved this way is uploaded to the College Website.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://jdsgcollege.edu.in/annual-plan/
Upload any additional information	No File Uploaded

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

The decentralisation of various functions of the College can be seen through the organisational structure and the

hierarchy in the decision making/implementation and service delivery process. The policies, appointments, service rule, procedures etc are transparent for all which are displayed in the public domain like the College Website.

The Organogram of the College best exemplifies the structure and its effectiveness.

File Description	Documents
Paste link for additional information	nil
Link to Organogram of the Institution webpage	https://jdsqcollege.edu.in/organogram/
Upload any additional information	No File Uploaded

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

B. Any 3 of the above

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

6.3 - Faculty Empowerment Strategies

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

The College has the following welfare measures for its Teaching and Non-Teaching Staff:

1. The transparent and pliant Leave Rules
2. The College Canteen which sales items at subsidized rates.

3. The College Guest House and the Cottage where Guests of Teaching and Non-Teaching Staff can accommodate their guests at reduced rates.

4. Aid from the College Staff to ailing members.

5. Staff Mutual Benefit Fund wherefrom loans are granted at nominal rate of interest which go back as share to all members of the Teaching and the Non-Teaching Staff.

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

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

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

NIL

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

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

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

NIL

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

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

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

FDP=15,Refresher Course= 07,Orientaion/FIP= 07, Short Term Course =01

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

The College follows the Govt. of Assam/UGC Guidelines for Performance Appraisal System of the Teaching and Non-Teaching

Staff.

In matters of promotions, the PBAS proforma devised by Govt. of Assam/UGC is followed for performance appraisal on annual basis.

The Annual Confidential Report is prepared providing sufficient window and opportunities for representation to the members.

Members are given opportunities to place their proposals of promotion at least three months prior to their due date of promotion.

The proposals are scrutinized by the IQAC/DPC for fulfilling the requirements as per Govt. OMs/Guidelines.

File Description	Documents
Paste link for additional information	https://dte.assam.gov.in/resource/detail/cas-promotion-format-of-annual-self-assessment-for-the-performance-based-appraisal
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

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

The Government Audit for the period is going on and in the final stage of submission as on 30th July, 2022.

The Internal Audit is regularly done and a summary of the receipts and expenditure statement is being uploaded to the College Website for the concerned period.

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)

NIL

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

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

The institute mobilizes funds from the following main sources:

1. Department of Higher Education, Government of Assam
2. UGC (Has not received any fund for quite sometime, though)
3. RUSA
4. Fee collected from students on various heads

Besides these, some amount of funds are received from the College Guest House, the Agro-Farming Cell, sale proceeds of some perishable items like logs and branches of trees, lemon, ginger, etc.

The fund so collected are spent through an annual budget through various ad-hoc committees/cells constituted for the sake of convenience and decentralization of powers and functions of the College. Periodic review meetings are held to assess the optimal use of these funds.

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

6.5 - Internal Quality Assurance System

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

The IQAC plans, strategies and monitors the quality assurance and sustenance measures of the College.

Generally, at the beginning of each academic year, the Annual Plan of Action for quality assurance is prepared by the IQAC which is placed before the Governing Body for approval.

All events are planned, executed and documented by the IQAC.

Periodic, normally once in every three months, IQAC meetings are organised to assess the progress made by the IQAC in the quality sustenance measures.

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

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

The Principal and his deputies through the Academic Committee, at the instruction and at the behest of the IQAC, reviews the teaching learning process generally once in every three months. Review meetings are held after the declaration of each semester-end examination and the HS Final results. The Heads of the Teaching Departments are invited once in every month, sometimes even sooner if situation so demands, to take stock of the teaching, learning and continuous evaluation process.

All faculty members are invited periodically to the staff meetings where they are briefed about the lacunae found or noticed in the teaching learning process. Their feedback is also taken into consideration.

Students are made aware about the program and course objectives and outcomes at the beginning of each academic year or at the beginning of each semester. Student Induction Programs are organised for that purpose.

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

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

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	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

year

In general, the institution organizes many programmes like International Women's Day, gender equity activities, co-curricular activities etc. within the college premises but due to the covid pandemic situation no programmes or activities have been organized during this session. Apart from the above mentioned part, the institution provides many facilities for women in terms of safety and security. among them, the institution has day and night security service within the college premises, which provides full liberty to women to work together with men at all time. moreover, the institution has a Girls' common room which provides extra facilities for the girl students and maintained the privacy as well. Another significant facility provided for the girl students is that hostel accommodation for them within the college premises, which helps a lot to them in boarding here from the many remote areas.

File Description	Documents
Annual gender sensitization action plan	https://drive.google.com/file/d/1F4WLA2BLlfnxC9UYFcflx5sVACfh-KIm/view?usp=sharing
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	<p> a) Safety and Security • Institution has Separate hostels for men women with dedicated wardens. • Awareness campaigns on women safety and gender sensitivity through street plays and camps by women cell. • The institution has strict regulations for Anti-Ragging, Anti-smoking and Mobile free campus. • The institute allots rotational duty to all faculty members for discipline and security. • Security cameras have been installed in all corners of the institution campus. </p> <p> b) Counseling • Grievance Redressal Committees for staff and students • Human rights • Gender Equality • Career Counseling </p> <p> C) Common Room: • In most of the Institutions common rooms have been allocated for men and women students . </p> <p> Other Activity: A part of NSS & NCC activities, free educational camps are organized fortnightly in adopted village. Relevant information : a) A Lecture of Gender Sensitization : Dated: 07/09/ 2019 Resource Person : Ms Amritpriya Kakoti, Advocate, Guwahati Highcourt </p>
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	B. Any 3 of the above

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

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

Regarding the degradable and non-degradable waste, the Institution has taken many initiatives or efforts. Specially, the institution has taken steps in regard to solid waste, liquid waste as well as E-waste Management. In this regard, the local municipal board, namely Bokakhat Municipal Board has kindly agreed to collect, use or dispose of or manage the solid and liquid waste from the college and it is being done specially from this year. Besides, the College has an existing memorandum of understanding with one IT Firm, namely, HD Infocom regarding recycling for re-use of E-Waste keeping in view the environmental safety and cost perspective. The related certificate has also been uploaded.

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**

C. Any 2 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
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 of reading material, screen reading

B. Any 3 of the above

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 Institution has taken many initiatives for providing an

inclusive environment, i.e., tolerance and harmony towards cultural, regional, linguistic communal, socio- econmic and other diversities. Among them special mention may be made of the cultural programs, the Central Freshers' and the Teachers' get-together, etc. Moreover, the institution has created tolerance and harmony within the students through the Saraswati Puja or Biswakarma Puja practised in the college campus every year where students across the entire spectrum of society participate irrespective of race, colour, religion, etc..The cultural exchange programme with the other institution (College) has also created an environment of tolerance and harmony.

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

Regarding constitutional obligations: Values, right, duties as well as the responsibilities of citizens; the institution (college) has taken sincere efforts in celebrating the commemorative days, i.e., the Republic Day. Independence Day etc. Moreover , through the election process of the students' Union Body, both the students and employees learna lot of aboutthe responsibilities of citizens in a democracy. Thus, through the activities, the institution has inculcated the values for being resposible citizens as envisioned in the constitution of India.

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

D. Any 1 of the above

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

4. Annual awareness programmes on Code of Conduct are organized

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	No File Uploaded
Any other relevant information	No File Uploaded

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

The institution commemorates and celebrates significant events in the College premises with great pride and honour. World Environment Day is such a yearly event. Annually, to mark this occasion tree plantation drive is conducted in the college premises by the NCC members and the NSS team of the college along with the staff. Another significant event of the institution organized annually is the August Revolution Memorial lecture. On 9th August 2020, the occasion was graced by the presence of Prof. Sawaran Singh, Professor & Chairman CIPOD, SIS, Jawaharlal Neheru University as one of the resource persons.

Again to commemorate the national service scheme day(NSS) on 24th September the institution organized a day-long programme along with a cleanliness drive in the campus, distribution of face masks and sanitizer in the covid19 pandemic, followed by a flag hoisting in the campus by Principal Dr. Jayanta Gogoi.

Independence Day, Republic Day, International Day of Non-Violence, Constitution Day, Tourism Day, etc are celebrated as annual events in the college by flag hoisting with extra-curricular activities by the students. International Women’s Day is another notable event celebrated every year to create awareness among women and to promote women empowerment.

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

7.2 - Best Practices

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

Best Practices

1. Our college caters to the downtrodden and minority communities of Assam. Most of the students of the college belong to minority communities, SC,ST, TGL, etc. The college family ensures that the students never feel discrimination in the college. Extra classes are also taken for their betterment.
2. The college fraternity is also actively involved in various social activities. The Upper Assam Handicapped Centre is one such organisation where the college is engaged in various ways. The NSS units also involve in various environment related activities in KNP (Kaziranga National Park) .

1. Title of the practice: Enrollment of students from minority communities

2. Objective of the practice : main objective is to empower the students from downtrodden communities by providing them equal opportunities.

3. Evidence of Success : The success of this practice is evident from the fact that most of the students are from these communities and they have excelled in life. Some have succeeded in competitive examination.

4. Problems Encountered and Resources Required : The problems are mostly financial.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

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

The institution literally abides by its stated motto of "Education for Social Justice and Peace". It admits students from the peripheral society who generally cannot get a seat in the celebrated colleges of the cities due to the fact that most of them pass with minimum of marks in HSLC and HS. Besides, a good number of them belong to STs, SCs, OBCs and the TGLs. Most of them also hail from flood-affected areas and are from BPLfamilies. The number of students availing the Fee Waiver Scheme initiated by the Government of Assam is, therefore, great and it bears testimony to the fact that most of the students are from BPL families. Thus, the College religiously follows the ideals of equity, access and social justice in admitting these students. The results, as is very natural, is not that good and the College bears this risk every year. But many of these students excel in many other areas of life like games and sports, culture, art, etc. A good number of the pass-outs from our College have got engagement in the defence forces, state police department and in other jobs through sports.

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

7.3.2 - Plan of action for the next academic year

1. 02 National Seminars/Workshops
2. 01 Seminar/Workshop on NEP, 2020
3. 01 FDP/FIP
4. Initiate budgetary provisions for 02 MRPs to study about local issues
5. To introduce MIS
6. 01 Soft Skill/Life Skill Programs
7. 01 Student Induction Programme
8. Academic and Administrative Audit
9. Life Skill Development Programme
10. A programme on bio-diversity conservation keeping in view the obligation of the college towards the Kaziranga National Park, situated in the close vicinity of the college
11. Five programmes by the NSS Wings for the neighbouring villages
12. A Women's Wing for the NCC
13. 05 counselling sessions by the Career Counselling Cell
14. Computer Training Programme, a Spoken English Programme and a Travel and Tourism Management Programme
15. Celebrating each National/International Day
16. Regular feedback from students and other stakeholders
17. A state level Debate/Essay Competition, a Poster Writing Competition in English and Assamese
18. To create awareness about reading habits among the students and to institute two awards- Best Library User Award-one each for students and teachers- from the college Library.
19. To motivate the teachers to undertake Major and Minor Research Projects
20. To encourage the teachers to publish at least two papers/chapters each during the plan period.
21. To publish an ISSN Journal in the egis of the IQAC