YEARLY STATUS REPORT - 2021-2022

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	**jayantadas170@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	**https://jdsgcollege.edu.in/wp-content/uploads/2023/02/AQAR-2020-21.pdf**
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	

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**
Cycle 2	**B**	**2.78**	**2012**	**05/07/2012**	**04/07/2017**
Cycle 1	**B**	**70.60**	**2004**	**08/01/2004**	**07/01/2009**

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
NA	**NA**	**NA**	**NA**	**0**

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	No File Uploaded	
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)

1. Cyber Security Awareness Workshop on 4th June, 2022 2. FDP on Teaching, Learning & Evaluation at UG Level in CBCS under Dibrugarh University on 5th April, 2022 3. Invited Talk on Understanding Gender and Patriarchy on 3rd December, 2021 4. Awareness Camp on health, government schemes, etc at adopted Village by NSS Units 5. Proposal for infrastructure development to the Hon'ble Minsiter of Education, Govt. of Assam

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
(1)To organise a Cyber security awareness programme in association with an IT firm. (2) To apply for fund to construct a community hall/open air theatre to the Hon'ble Minister of Education, Government of Assam (3) To adopt measures for an Academic and Administrative Audit (4) To undertake measures for a Green Audit 5. To organise an FDP on Teaching, Learning & Evaluation at UG Level in CBCS under Dibrugarh University (5) To celebrate all important national and international days to make the students aware about the significance of those days	(1) An awareness Programme on Cyber security was organised in collaboration with GRATIA TECHNOLOGY, Guwahati on 4th June, 2022 (2) A formal proposal has been submitted to the Hon'ble Minister of Education, Government of Assam for funds to construct a community hall/open air theatre and the fund will be released by the end of February-March, 2023 (3) The External Experts/Academic and Administrative Auditors, namely Prof. Jogen Chandra Kalita of Gauhati University and Dr. Putul Saikia, Ex-Principal, DR College, Golaghat, have been contacted and they have kindly consented to carry out the AAA on 4th September, 2022. (4) The Green Audit was carried out on 10th June, 20225. An FDP was organised on Teaching, Learning & Evaluation at UG Level in CBCS under Dibrugarh University on 5th April, 2022 (5) Most of the important national and international days were observed with various programmes including lectures to make the students aware about the significance of those days

13.Whether the AQAR was placed before statutory body? | Yes

- Name of the statutory body

Name	Date of meeting(s)
College Governing Body	28/04/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	20/01/2023

15.Multidisciplinary / interdisciplinary

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.

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 approved by Dibrugarh University which are run by the teaching departments and the IQAC.

A number of these courses are being conducted in collaboration with some outside organisations/IT Firms.

Students of the Arts and Commerce stream can enrol themselves for these MD/ID certificate/diploma programmes.

16.Academic bank of credits (ABC):

The College has already registered with the DigiLocker Platform.

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.

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 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:

Currently there are the follwing 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

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

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 progamme 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 Number of courses offered by the institution across all programs during the year	164

File Description	Documents
Data Template	No File Uploaded

2.Student

2.1 Number of students during the year	1284

File Description	Documents
Data Template	No File Uploaded

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	400

File Description	Documents
Data Template	No File Uploaded

2.3	**400**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	No File Uploaded

3.Academic

3.1	**40**
Number of full time teachers during the year	

File Description	Documents
Data Template	No File Uploaded

3.2	**40**
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	No File Uploaded

4.Institution

4.1	**41**
Total number of Classrooms and Seminar halls	

4.2	**10**
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

A planned procedure for the curriculum delivery process is maintained by the college which starts 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 are provided to the students by the faculty members both through online and offline means. Classes on ICT modes are also taken by our teachers as per schedule and convenience. Study materials are also provided to the students both by online and offline means. 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)

The college follows the Academic Calender provided by Dibrugarh University at the begining of each session for preparation academic events of the college. 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 **C. Any 2 of the above**

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

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

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

10

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

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)

2

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

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

48

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

48

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

1.3 - Curriculum Enrichment

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

The institution has regularly organized various programs that are related to topics such as Gender, Human Values, Environment and Sustainability.

The Women Cell along with the other active cells and departments of the college regularly organizes gender awareness program on a regular basis. Apart from it there are gender related papers included in the curriculum of a few subjects (English, Political Science and Education) through which students get to learn about gender perspectives.

The NSS and NCC Units of the college actively participatein a number of campaigns (e.g.,blood donation) that promote human values. Besides these, a number of visits are also undertakenby the college authorities to the nearby Upper Assam Handicap Centre in which items of basicneeds are distributed among the boarders/studentsof the

center. Apart from it the college has an active add on course on human values (Value Education) since 2016

The World Environment Day is observed every year by the college mostly under the initiative of the NSS Unit.

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	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

2

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

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

179

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

1.4 - Feedback System

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

B. Any 3 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)	**No File Uploaded**

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

B. Feedback collected, analyzed and action has been taken

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

550

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

181

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

2.2 - Catering to Student Diversity

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

The institution undertakes measures for identifying adavanced learners and slow learners andtake steps to enhance their learning capabilities.The measures adopted for advance learners include:

- Students' project based learning under the guidance of teachers.
- The students are given priorities in events, be it in organising, managing, and assisting in the events.
- The students are counselled on regular basis by teachers on various career advancement courses.
- The students are provided with information and they are also motivatedto join various seminars, paper presentations, organised by different schools and colleges, etc.
- The advance learners also act as a student mentor for mentoring junior level students.

The measures adopted for slow learners includes:

- For the slow learners, the teachers of different departments look after the attendance record on regular basis and also contact parents wherever and whenver progress of the students are notfound satisfactory.

- **The slow learners are given special classes beyond the regular class hours as a part of one to one teaching-learning process.**
- **The departments organise parent teacher meet on regular basis to take stock ofthe issues relating to the progress of students.**
- **The students are provided with study materials, videos-links, notes, etcthrough google classroom and whatsapp.**

File Description	Documents
Link for additional Information	https://docs.google.com/document/d/1mPZKBNazSk939vgb7rfOqeLTOGBaOB7R/edit?usp=sharing&ouid=100460752118064886215&rtpof=true&sd=true
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
1,284	**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.Moreover, the participative learning method is applied to develop their confidence level like arrangement of quiz programme, group discussion, seminars, by changing the 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 learning ambience 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	https://drive.google.com/file/d/10YCG4ctEGXg YWT1AsCZ0S8e4zzUNd7S_/view?usp=share_link

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

40

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	[View File](#)
Circulars pertaining to assigning mentors to mentees	[View File](#)
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	[View File](#)

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

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

10

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

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

2.4.3.1 - Total experience of full-time teachers

8890

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.

The institution follows the guidelines of Dibrugarh University for the UG programmes/courses. As per the Dibrugarh University CBCS

Regulation, in every academic year two sessional examinations for internal assessments are conducted to evaluate their learning and to test how they 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	https://docs.google.com/spreadsheets/d/1GkdMbRF-16Ir1ZjHj8rJmfceivzDDL5j/edit?usp=sharing&ouid=100460752118064886215&rtpof=true&sd=true

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	[View File](#)
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

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 we 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 learning or skillas a source of livelihood in life. Besides, students are made aware about the program/course outcomes in the Students' 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)	View File

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

In every academic year, to evaluate the programme and course outcome, two sessional examinations are conducted and analysed the performances of the students. Moreover, various group discussions and presentations are arranged to express their concepts and to measure their level of excellence.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://drive.google.com/file/d/1hHZqypPRoWp4wcFixLnyGCfs8TKfjBh6/view?usp=share_link https://drive.google.com/file/d/13T76uzPKJmtMEKDI3EjjoZSpbG1lslH9/view?usp=share_link

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

179

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	**No File Uploaded**
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/document/d/1a1Y4VNGrOzkdwauqG589yIK7j7SoybBv/edit?usp=sharing&ouid=100460752118064886215&rtpof=true&sd=true

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

0

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

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

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

0

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

12

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

3

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

The institution through its various cells, specifically NSS and NCC carries out several extension activities in the areas adjacent to the college. There are several activities that are conducted in the adopted villages too. The Kaziranga National Park too provides ample scope for carrying out extension activities. Moreover, various departments of the college carry out several extension activities which help in the overall development of the students' personalities.

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

4

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

140

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

3.4 - Collaboration

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

7

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

5

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	*View File*

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

4.1 INFRASTRUCTURE AND LEARNING RESOURCES

1. The college has 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. The seating capacity of the biggest seminar hall is 100. The college has a central conference room with multimedia facility.

3. The Department of Education has a laboratory for practical learning purposes. The institution has a rural museum.

4. The college has one computer laboratorywith 118 number of computers.

5. The college has a well-equipped central library with approximately 27896 books,several Journals,Magazines, newspapers etc.

5. It has a Cultural Study Centre, Kaziranga Study Centre, a state-of-the-art gymnasium, 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 and members undertake various activities for preserving the natural environment.

8. Facilities of leased lines.

9. Rooms with smart TV facilities

10. Reprographic facilities in library reading room forstudents and teachers

12. Generators for uninterrupted power supply

13. Central auditorium

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://jdsgcollege.edu.in

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

Students take part and performcultural activities during freshmen social, college foundation day, farewell programme, celebration of national day, celebration of the Republic Day, Independence Day etc. The college has all kinds of local musical instruments (traditional and modern) with its own sound system. The Open Air Theatre is under construction.

Sports: The College has its own playground for outdoor events like

football, cricket and other outdoor games. The indoor stadium with facilities for indoor games is under construction. 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 equipment 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 yoga centre in the college which was started on 10/06/2015. The centre organizes International Day of Yoga every year.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://jdsgcollege.edu.in/sports-cell

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)

45.60

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	View File
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 library has a collection of 27896 reading materials which includes text, references, journals etc. Local area network and soul software has been installed for automating in house service and activities. The college library has been one of the active members of the Inflibnet. It is wifi enabled and has a seating capacity for 100 users. An e-rsource centre has been established in the library consisting of 11 nos. of computers enabling students to access information for their academic pursuits through internet and e-resources. Additionally 2 computers and one printer are also installed for the teaching faculty. The library also has separate reading room for faculty and students.

Library Section :

- **Property Counter section**
- **General reference book section**
- **News-paper section**
- **magazine section**
- **Opac and internet section**
- **Rare book section**
- **Inflibnet**
- **Stack room**
- **Periodicals section**
- **Alumni Book section**
- **M.Phil, Ph.D. Thesis section**

- **Book collection section**

Library Services :

- **Computersied issue, return, renewed**
- **Newly arrival display**
- **Book bank**
- **access inflibnet- N.List resources**
- **Two separate reading room**
- **Question bank**
- **Photocopy and Printing Facility**
- **CCTV survelliance for security**
- **Internet facility**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://jdsgcollege.edu.in/about-library

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

A. Any 4 or more of the above

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

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

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

1.78

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
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

20

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 number of 118 computers at present with Internet facilities. At prssent the computers in the college office are connected by LAN. The various set up of network including Jio Fi set up with 20 MB free data for individual use every day. JIo Set up helps student and faculty to enjoy the internet facilities and they can access various e-contents for academic purposes. All the departments of the college are equipped with digital class room with projector to supplement the traditional classroom experience and knowledge base of the students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://jdsgcollege.edu.in/computer-lab

4.3.2 - Number of Computers

118

File Description	Documents
Upload any additional information	**No File Uploaded**
Student – computer ratio	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution C.10 - 30MBPS

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)

26.50

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	[View File](#)
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.

Physical facilities :

- **A maintenance register..**
- **Maintenance and cleaniness of the classroom and laborary and surroundings of the college**
- **The College garden is well maintained**
- **Toilets and washrooms are cleaned once a day.**

- **Departmental stock register is maintained.**

Classroom:

- **Departmental time table cordinator.**
- **Vice-principal and academic in-charge convene a time table meeting in the begining of the semester.**
- **A committee is formed which allocate classrooms based on the strength of students.**

Library: The central library of the College is stacked with thousands of books and periodicals. These materials have been arranged in the prescibed order.

- **All the member of the institution are eligible to get library membership.**
- **Library users have to register their details in the entry register.**
- **The students can borrow book for upto 15 days an faculty member can use the books for 1 semster.**

Laboratory infrastructure and facilities: The purchase of laboratory and other specimen etc is done by the purchase commitee as per requirement sent by the department. Major construction are supervised by the construction committee.

Sports facilitis: There is a sports committee for making necessary purchases, maintenance and up-gradation of sports infrastructure as per reccomendation recieved from the games and sports sections.

ICT facilities: A well equiped computer lab is available.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://jdsgcollege.edu.in/various-ad-hoc-committee

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

1122

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

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

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

1226

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

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

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

299

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

299

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

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

12

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

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

5.2.2.1 - Number of outgoing student progression to higher education

19

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

3

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

5.3 - Student Participation and Activities

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

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

11

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)

There is an active Student Council named JDSG College Students' Union in place since its inception. The Union Members take active part in various bodies and committees of the College. The President, the GeneralSecretary and the Secretary, Girls' Common Room of the Students' Union are nominated members of the College Development Committee, Internal Quality Assurance Cell, Grievance Redressal Cell, Anti-Ragging Committee, etc. They are invited to the meetings of these bodies and committees as and when they are held as ex-officio or invited members. They also take very active part in any celebration/event organised in the college. They College Annual Week

is organised primarily by the members of the Students' Union of the College. The student representatives are given necessary freedom to take responsibilities and to execute them with due diligence, care and financial accountability.

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

39

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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

There is an Alumni Association in the College since 2001/2002. However, the process of Registration of the Association has only just begun. All procedural measures have been taken for registration of the Association.

Regardles of the Registration, the Association has been contributing towards the development of the college in the following ways:

1. Through donation in cash and kinds, specially during major events like Jubilee Celebrations

2. Through counselling students on special occasions like Entrepreneur-Industry-Academia Interface Meetings

3. Through donation of books to poor students

4. Through their representative in the IQAC

5. Through their representation and feedback on important policy decisions of the College

File Description	Documents
Paste link for additional information	https://jdsgcollege.edu.in/alumni/
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The 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. Most of the students of this college belong to the ST/SC/OBC/TGL communities. The institution ensures that every student avail the opportunities provided and make use of the college infrastructure. The institution aims to empower the students and equip them with the requisite skills and knowledge which will enable them to become successful global citizens. Moreover, the college has started add-on courses with an aim to equip the students with practical and employable skills for the future.

The following are the important points related to the governance of the institution:

- **The college governance envisions to achieve the status of Centre of Excellence in the near future.**
- **The college aims to facilitate youths with all the facilities so that they become more informed, socially responsible and scientifically tempered.**
- **The college authority maintains a decentralised governance with various activities.**
- **The college authority ensures participatory management which is reflected in the constitution of various committees.**

File Description	Documents
Paste link for additional information	https://jdsgcollege.edu.in/
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 decentralised 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.**
- **The college has an effective and efficient system of administration, appointment and management.**

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1LsVXkE6D595 JC3yakAVDIEUbIa6trn0c/view?usp=drive_link
Upload any additional information	View File

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 approved plan 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://drive.google.com/file/d/183NNZghl7s6AJRYlgktIXRsYRfMyo0aM/view?usp=sharing
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 Governing Body of the college is the apex authority regarding all decision making. It is constituted as per the government provisions.**
- **The Principal executes all the decisions of the Governing Body.**
- **He is assisted by the Vice-Principal and the Academic In-Charge of the college.**
- **There are several committees which are formed for the smooth functioning of the college.**

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

File Description	Documents
Paste link for additional information	https://jdsgcollege.edu.in/category/uncategorized/page/4/
Link to Organogram of the Institution webpage	https://jdsgcollege.edu.in/organogram/
Upload any additional information	View File

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

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user interfaces	**No File Uploaded**
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:

- **The College Canteen which sales items at subsidised rates.**
- **The College Guest House and the Cottage where Guests of Teaching and Non-Teaching Staff can accommodate their guests at reduced rates.**
- **Aid from the College Staff to ailing members.**
- **Staff Mutual Benefit Fund which grants loans at nominal rate of interest which go back as share to all members of the Teaching and the Non-Teaching Staff.**
- **Provision of Maternity and Child Care Leave to women employees as per the Government guidelines.**
- **Free wifi facilities for teaching and non-teaching staff.**

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1pB0xoeNsFArR_xuuTVqJqDbNUpdUGLbI/view?usp=sharing
Upload any additional information	View File

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

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

0

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

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

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

1

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

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

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

7

File Description	Documents
IQAC report summary	View File
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 Government of Assam/UGC Guidelines for Performance Appraisal System of the Teaching and Non-Teaching Staff.**
- **In matters of promotions, the PBAS profoma devised by Government 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 performance appraisal of the non-teaching staff is done by the Principal yearly as per the format prescribed by the government.**

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

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.4 - Financial Management and Resource Mobilization

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

J.D.S.G. College, Bokakhat regularly conducts internal and external financial audits .

- **In the financial year 2021-2022,, the Government audit was successfully completed.**
- **The Internal Audit is regularly done and a summary of the audit for the concerned period has been uploaded here.**

Mechanisms for settling audit objections :

- **The audit objections and suggestions of the auditor are followed and the accounts, funds and receipts etc. are accordingly streamlined.**
- **All the relevant vouchers/documents etc. along with explanations are kept as per accounts.**
- **Transparency is maintained for all financial transactions.**

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)

Rs.25,350/

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)	[View File](#)

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

The institute mobilises funds from the following main sources:

1. The Department of Higher Education, Government of Assam

2. UGC

3. RUSA

4. Fee collected from students on various heads.

Besides these, some amounts 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 as well as agricultural produce.

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	[View File](#)

6.5 - Internal Quality Assurance System

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

- **The IQAC plans, strategises 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.**
- **IQAC meetings are conducted periodically to assess the progress made by the IQAC in the quality sustenance measures.**
- **The IQAC also streamlines the feedback system for quality enhancement.**
- **IQAC also conducts several quality audits like academic and administrative audits, green audit, etc.**
- **IQAC conducted several events in the academic year 2021-22, records of which can be found in the college website.**

File Description	Documents
Paste link for additional information	https://jdsgcollege.edu.in/iqac-minutes/
Upload any additional information	[View File](#)

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

The Principal of the College, 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
continous evaluation process.

All faculty members are invited periodically to the staff meetings
where they are briefed about the lacunaes 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 Programmes are organised for
this purpose.

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

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://jdsgcollege.edu.in/iqac-minutes/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The following initiativeswere taken for the promotion of gender equity during August, 2021- July, 22-

1. An invited talk on "Understanding Gender and Patriarchy" by Akash Jyoti Sarmah, Faculty, HPB Girls' College, Golaghat on 3rd December, 2021.

View file

2. Special Film Screening on "Gender and Sexuality" on 3rd March, 2022.

View File

File Description	Documents
Annual gender sensitization action plan	https://drive.google.com/file/d/1q6FC2s1ASPG FBQVpyW16nKKD1cQ654sg/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	https://drive.google.com/file/d/17PxmX0prS2k rXVh67HlMVfXdhGmD7vxI/view?usp=share_link

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

For solid waste disposal wastebins have been placed at various places covering the entire campus.The college has a Memorandum of Understanding (MoU) with Bokakhat Municipal Board for the collection, Disposal and recylcing of all the waste products from the campus.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://drive.google.com/drive/folders/10tTJxzBk1BgyoqFQr9Rof2HBxBk_dZ-g?usp=sharing
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

C. Any 2 of the above

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

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

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

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

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

B. Any 3 of the above

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

C. Any 2 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 College has undertaken many initiatives for providing an inclusive environment, that is, tolerance and harmony towards all kinds of diversities—cultural, regional, linguistic, communal etc. Important days are observed and cultural exchange programmes are also undertaken with other institutions, which further boost the environment of tolerance and harmony. However, due to COVID19 pandemic restrictions, the academic session for 2021-22 started from September, 2021. Therefore, for that session only limited programmes were undertaken following theCOVID directivesas given by the government.

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

Constitution Day was celebrated on 26th November, 2021 in the college premises at RUSA Digital Room.

Republic Day was celebrated on 26th January, 2022 in the college premises.

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

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

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

Following days were celebrated during the academic year 2021-22

1) Republic Day observed and celebrated, 26th January, 2022

2) International Mother Language Day observed and celebrated, 21st February, 2022.

3) International Women's Day observed and celebrated, 8th March, 2022

4) International Tobacco Day, Awareness Rally, 31st May, 2022

5) World Environment Day, Plantation program, 5th June, 2022

6) Bishnu Rabha Divas, observed and celebrated, 20th June, 2022

7) International Yoga Day, observed and celebrated, 21st June, 2022

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

7.2 - Best Practices

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

Best Practice 1: AGRIPRENEURSHIP FOR RESOURCE MOBILIZATION

Objectives:

- To optimise the utilisation of available land areas within the campus.
- To impart the knowledge of sustainable farming and cultivation to the students.
- To generate a considerable amount of additional income from the sale of agricultural and vermi-compost products.
- To promote self- employability skills among the students through agricultural and allied farming practices.
- To achieve a green and sustainable campus.

Best practices-2: UPLIFTING AND DEVELOPING YOUNG AND ADULT MINDS (UDYAM)

Objectives:

- To create the sense of belongingness and necessary commitment towards the society and nation at large.
- To help the socio-economically marginal groups/communities of the society.
- The College has adopted the Upper Assam Handicap Centre, situated at its vicinity to provide necessary support and

assistance.
- The College aims to undertake several programmes at the neighbouring Orphanage Centre.
- To disseminate awareness at the local/ community level regarding various social, environmental, and gender related issues.
- To engage the students of the college at community/classroom teaching programmes at the nearby schools.
- To organise donation camp/health/cleanliness drives/ blood donation camp at the community level.

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

7.3 - Institutional Distinctiveness

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

INSTITUTIONAL DISTINCTIVENESS:

Jogananda Deva Satradhikar Gowsami (JDSG) College, is situated in a beautiful natural ambience by the side of N.H. 37, in the close vicinity of the Kaziranga National Park-the world heritage site. Thus keeping in view the proximity to the Kaziranga National Park, the College has a study centre named Kaziranga Study Centre which provides resources and localized patronage for researchers, explorers, environmental activists and independent film makers, bird explorers etc. The student volunteers under the study centre help the authorities of the national park in animal rescue operations and dissemination of relief materials during calamities and extreme situations concomitant with natural disasters.

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

A planned procedure for the curriculum delivery process is maintained by the college which starts 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 are provided to the students by the faculty members both through online and offline means. Classes on ICT modes are also taken by our teachers as per schedule and convenience. Study materials are also provided to the students both by online and offline means. 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)

The college follows the Academic Calender provided by Dibrugarh University at the begining of each session for preparation academic events of the college. 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	**No File Uploaded**
Any additional information	[View File](#)

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

10

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

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

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data

requirement for year: (As per Data Template)

2

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

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

48

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

48

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

1.3 - Curriculum Enrichment

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

The institution has regularly organized various programs that are related to topics such as Gender, Human Values, Environment and Sustainability.

The Women Cell along with the other active cells and departments of the college regularly organizes gender awareness program on a regular basis. Apart from it there are gender related papers included in the curriculum of a few subjects (English, Political Science and Education) through which students get to learn about gender perspectives.

The NSS and NCC Units of the college actively participatein a number of campaigns (e.g.,blood donation) that promote human

values. Besides these, a number of visits are also undertakenby the college authorities to the nearby Upper Assam Handicap Centre in which items of basicneeds are distributed among the boarders/studentsof the center. Apart from it the college has an active add on course on human values (Value Education) since 2016

The World Environment Day is observed every year by the college mostly under the initiative of the NSS Unit.

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	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	[View File](#)

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

2

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

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

179

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**B. Any 3 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)	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	**B. Feedback collected, analyzed and action has been taken**

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

550

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

181

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

2.2 - Catering to Student Diversity

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

The institution undertakes measures for identifying adavanced learners and slow learners andtake steps to enhance their learning capabilities.The measures adopted for advance learners include:

- Students' project based learning under the guidance of teachers.
- The students are given priorities in events, be it in organising, managing, and assisting in the events.
- The students are counselled on regular basis by teachers on various career advancement courses.
- The students are provided with information and they are also motivatedto join various seminars, paper presentations, organised by different schools and colleges, etc.
- The advance learners also act as a student mentor for mentoring junior level students.

The measures adopted for slow learners includes:

- **For the slow learners, the teachers of different departments look after the attendance record on regular basis and also contact parents wherever and whenver progress of the students are notfound satisfactory.**
- **The slow learners are given special classes beyond the regular class hours as a part of one to one teaching-learning process.**
- **The departments organise parent teacher meet on regular basis to take stock ofthe issues relating to the progress of students.**
- **The students are provided with study materials, videos-links, notes, etcthrough google classroom and whatsapp.**

File Description	Documents
Link for additional Information	https://docs.google.com/document/d/1mPZKBNazSk939vgb7rfOqeLTOGBaOB7R/edit?usp=sharing&ouid=100460752118064886215&rtpof=true&sd=true
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
1,284	**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.Moreover, the participative learning method is applied to develop their confidence level like arrangement of quiz programme, group discussion, seminars, by changing the 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 learning ambience 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	https://drive.google.com/file/d/10YCG4ctEGXgYWT1AsCZ0S8e4zzUNd7S_/view?usp=share_link

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

40

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
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	[View File](#)

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

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

10

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

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

2.4.3.1 - Total experience of full-time teachers

8890

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.

The institution follows the guidelines of Dibrugarh University for the UG programmes/courses. As per the Dibrugarh University CBCS Regulation, in every academic year two sessional examinations for internal assessments are conducted to evaluate their learning and to test how they 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	https://docs.google.com/spreadsheets/d/1GkdMbRF-16Ir1ZjHj8rJmfceivzDDL5j/edit?usp=sharing&ouid=100460752118064886215&rtpof=true&sd=true

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	[View File](#)
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

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 we 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 learning or skillas a source of livelihood in life. Besides, students are made aware about the program/course outcomes in the Students' 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)	View File

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

In every academic year, to evaluate the programme and course outcome, two sessional examinations are conducted and analysed the performances of the students. Moreover, various group discussions and presentations are arranged to express their concepts and to measure their level of excellence.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://drive.google.com/file/d/1hHZqypPRoWp4wcFixLnyGCfs8TKfjBh6/view?usp=share_link https://drive.google.com/file/d/13T76uzPKJmtMEKDI3EjjoZSpbG1lslH9/view?usp=share_link

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

179

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	**No File Uploaded**
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/document/d/1a1Y4VNGrOzkdwauqG589yIK7j7SoybBv/edit?usp=sharing&ouid=100460752118064886215&rtpof=true&sd=true

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

0

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

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

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

0

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

12

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

3

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

The institution through its various cells, specifically NSS and NCC carries out several extension activities in the areas adjacent to the college. There are several activities that are conducted in the adopted villages too. The Kaziranga National Park too provides ample scope for carrying out extension activities. Moreover, various departments of the college carry out several extension activities which help in the overall development of the students' personalities.

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

4

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

140

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

3.4 - Collaboration

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

7

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

5

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	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

4.1 INFRASTRUCTURE AND LEARNING RESOURCES

1. The college has 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. The seating capacity of the biggest seminar hall is 100. The college has a central conference room with multimedia facility.

3. The Department of Education has a laboratory for practical learning purposes. The institution has a rural museum.

4. The college has one computer laboratorywith 118 number of computers.

5. The college has a well-equipped central library with approximately 27896 books,several Journals,Magazines, newspapers etc.

5. It has a Cultural Study Centre, Kaziranga Study Centre, a state-of-the-art gymnasium, 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 and members undertake various activities for preserving the natural environment.

8. Facilities of leased lines.

9. Rooms with smart TV facilities

10. Reprographic facilities in library reading room forstudents and teachers

12. Generators for uninterrupted power supply

13. Central auditorium

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://jdsgcollege.edu.in

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

Students take part and performcultural activities during freshmen social, college foundation day, farewell programme, celebration of national day, celebration of the Republic Day, Independence Day etc. The college has all kinds of local musical instruments (traditional and modern) with its own sound system. The Open Air Theatre is under construction.

Sports: The College has its own playground for outdoor events like football, cricket and other outdoor games. The indoor stadium with facilities for indoor games is under construction. 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 equipment 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 yoga centre in the college which was started on 10/06/2015. The centre organizes International Day

of Yoga every year.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://jdsgcollege.edu.in/sports-cell

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)

45.60

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	[View File](#)
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 library has a collection of 27896 reading materials which includes text, references, journals etc. Local area network and soul software has been installed for automating in house service and activities. The college library has been one of the active members of the Inflibnet. It is wifi enabled and has a seating capacity for 100 users. An e-rsource centre has been established in the library consisting of 11 nos. of computers enabling students to access information for their academic pursuits through internet and e-resources. Additionally 2 computers and one printer are also installed for the teaching faculty. The library also has separate reading room for faculty and students.

Library Section :

- Property Counter section
- General reference book section
- News-paper section
- magazine section
- Opac and internet section
- Rare book section
- Inflibnet
- Stack room
- Periodicals section
- Alumni Book section
- M.Phil, Ph.D. Thesis section
- Book collection section

Library Services :

- Computersied issue, return, renewed
- Newly arrival display
- Book bank
- access inflibnet- N.List resources
- Two separate reading room
- Question bank
- Photocopy and Printing Facility
- CCTV survelliance for security
- Internet facility

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://jdsgcollege.edu.in/about-library

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

A. Any 4 or more of the above

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

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

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

1.78

File Description	Documents
Any additional information	[View File](#)
Audited statements of accounts	[View File](#)
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

20

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 number of 118 computers at present with Internet facilities. At prssent the computers in the college office are connected by LAN. The various set up of network including Jio Fi set up with 20 MB free data for individual use every day. JIo Set up helps student and faculty to enjoy the internet facilities and they can access various e-contents for academic purposes. All the departments of the college are equipped with digital class room with projector to supplement the traditional classroom experience and knowledge base of the students.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://jdsgcollege.edu.in/computer-lab

4.3.2 - Number of Computers

118

File Description	Documents
Upload any additional information	**No File Uploaded**
Student – computer ratio	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution	**C.10 - 30MBPS**

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)

26.50

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	View File
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.

Physical facilities :

- **A maintenance register..**
- **Maintenance and cleaniness of the classroom and laborary and surroundings of the college**
- **The College garden is well maintained**
- **Toilets and washrooms are cleaned once a day.**
- **Departmental stock register is maintained.**

Classroom:

- **Departmental time table cordinator.**
- **Vice-principal and academic in-charge convene a time table meeting in the begining of the semester.**
- **A committee is formed which allocate classrooms based on the strength of students.**

Library: The central library of the College is stacked with thousands of books and periodicals. These materials have been arranged in the prescibed order.

- All the member of the institution are eligible to get library membership.
- Library users have to register their details in the entry register.
- The students can borrow book for upto 15 days an faculty member can use the books for 1 semster.

Laboratory infrastructure and facilities: The purchase of laboratory and other specimen etc is done by the purchase commitee as per requirement sent by the department. Major construction are supervised by the construction committee.

Sports facilitis: There is a sports committee for making necessary purchases, maintenance and up-gradation of sports infrastructure as per reccomendation recieved from the games and sports sections.

ICT facilities: A well equiped computer lab is available.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://jdsgcollege.edu.in/various-ad-hoc-committee

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

1122

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

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

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

1226

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

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

299

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

299

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

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

12

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

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

5.2.2.1 - Number of outgoing student progression to higher education

19

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

3

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

5.3 - Student Participation and Activities

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

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

11

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)

There is an active Student Council named JDSG College Students' Union in place since its inception. The Union Members take active part in various bodies and committees of the College. The President, the GeneralSecretary and the Secretary, Girls' Common Room of the Students' Union are nominated members of the College Development Committee, Internal Quality Assurance Cell, Grievance Redressal Cell, Anti-Ragging Committee, etc. They are invited to the meetings of these bodies and committees as and when they are held as ex-officio or invited members. They also take very active part in any celebration/event organised in the college. They College Annual Week is organised primarily by the members of the Students' Union of the College. The student representatives are given necessary freedom to take responsibilities and to execute them with due diligence, care and financial accountability.

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

39

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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

There is an Alumni Association in the College since 2001/2002. However, the process of Registration of the Association has only just begun. All procedural measures have been taken for registration of the Association.

Regardles of the Registration, the Association has been contributing towards the development of the college in the following ways:

1. Through donation in cash and kinds, specially during major events like Jubilee Celebrations

2. Through counselling students on special occasions like Entrepreneur-Industry-Academia Interface Meetings

3. Through donation of books to poor students

4. Through their representative in the IQAC

5. Through their representation and feedback on important policy decisions of the College

File Description	Documents
Paste link for additional information	https://jdsgcollege.edu.in/alumni/
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The 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. Most of the students of this college belong to the ST/SC/OBC/TGL communities. The institution ensures that every student avail the opportunities provided and make use of the college infrastructure. The institution aims to empower the students and equip them with the requisite skills and knowledge which will enable them to become successful global citizens. Moreover, the college has started add-on courses with an aim to equip the students with practical and employable skills for the future.

The following are the important points related to the governance of the institution:

- The college governance envisions to achieve the status of Centre of Excellence in the near future.
- The college aims to facilitate youths with all the facilities so that they become more informed, socially responsible and scientifically tempered.
- The college authority maintains a decentralised governance with various activities.

- **The college authority ensures participatory management which is reflected in the constitution of various committees.**

File Description	Documents
Paste link for additional information	https://jdsgcollege.edu.in/
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 decentralised 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.**
- **The college has an effective and efficient system of administration, appointment and management.**

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1LsVXkE6D595JC3yakAVDIEUbIa6trn0c/view?usp=drive_link
Upload any additional information	View File

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 approved plan 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://drive.google.com/file/d/183NNZghl7s6AJRYlgktIXRsYRfMyo0aM/view?usp=sharing
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 Governing Body of the college is the apex authority
  regarding all decision making. It is constituted as per the
  government provisions.
- The Principal executes all the decisions of the Governing
  Body.
- He is assisted by the Vice-Principal and the Academic In-
  Charge of the college.
- There are several committees which are formed for the
  smooth functioning of the college.

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

File Description	Documents
Paste link for additional information	https://jdsgcollege.edu.in/category/uncategorized/page/4/
Link to Organogram of the Institution webpage	https://jdsgcollege.edu.in/organogram/
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
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:

- **The College Canteen which sales items at subsidised rates.**
- **The College Guest House and the Cottage where Guests of Teaching and Non-Teaching Staff can accommodate their guests at reduced rates.**
- **Aid from the College Staff to ailing members.**
- **Staff Mutual Benefit Fund which grants loans at nominal rate of interest which go back as share to all members of the Teaching and the Non-Teaching Staff.**
- **Provision of Maternity and Child Care Leave to women employees as per the Government guidelines.**
- **Free wifi facilities for teaching and non-teaching staff.**

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1pB0xoeNsFArR_xuuTVgJgDbNUpdUGLbI/view?usp=sharing
Upload any additional information	View File

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

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

0

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

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

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

1

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

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

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

7

File Description	Documents
IQAC report summary	View File
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 Government of Assam/UGC Guidelines for Performance Appraisal System of the Teaching and Non-Teaching Staff.**
- **In matters of promotions, the PBAS profoma devised by**

Government 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 performance appraisal of the non-teaching staff is done by the Principal yearly as per the format prescribed by the government.

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

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File]()

6.4 - Financial Management and Resource Mobilization

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

J.D.S.G. College, Bokakhat regularly conducts internal and external financial audits .

- In the financial year 2021-2022,, the Government audit was successfully completed.
- The Internal Audit is regularly done and a summary of the audit for the concerned period has been uploaded here.

Mechanisms for settling audit objections :

- The audit objections and suggestions of the auditor are followed and the accounts, funds and receipts etc. are accordingly streamlined.
- All the relevant vouchers/documents etc. along with explanations are kept as per accounts.
- Transparency is maintained for all financial transactions.

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)

Rs.25,350/

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)	[View File](#)

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

The institute mobilises funds from the following main sources:

1. The Department of Higher Education, Government of Assam

2. UGC

3. RUSA

4. Fee collected from students on various heads.

Besides these, some amounts 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 as well as agricultural produce.

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	View File

6.5 - Internal Quality Assurance System

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

- **The IQAC plans, strategises 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.**
- **IQAC meetings are conducted periodically to assess the progress made by the IQAC in the quality sustenance measures.**
- **The IQAC also streamlines the feedback system for quality enhancement.**
- **IQAC also conducts several quality audits like academic and administrative audits, green audit, etc.**
- **IQAC conducted several events in the academic year 2021-22, records of which can be found in the college website.**

File Description	Documents
Paste link for additional information	https://jdsgcollege.edu.in/iqac-minutes/
Upload any additional information	View File

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

The Principal of the College, 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 continous evaluation process.

All faculty members are invited periodically to the staff meetings where they are briefed about the lacunaes 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 Programmes are organised for this purpose.

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

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

File Description	Documents
Paste web link of Annual reports of Institution	https://jdsgcollege.edu.in/iqac-minutes/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The following initiativeswere taken for the promotion of gender equity during August, 2021- July, 22-

1. An invited talk on "Understanding Gender and Patriarchy" by Akash Jyoti Sarmah, Faculty, HPB Girls' College, Golaghat on 3rd December, 2021.

View file

2. Special Film Screening on "Gender and Sexuality" on 3rd March, 2022.

View File

File Description	Documents
Annual gender sensitization action plan	https://drive.google.com/file/d/1q6FC2s1AS PGFBQVpyW16nKKD1cQ654sg/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	https://drive.google.com/file/d/17PxmX0prS 2krXVh67HlMVfXdhGmD7vxI/view?usp=share_lin k

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	**No File Uploaded**

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

For solid waste disposal wastebins have been placed at various places covering the entire campus.The college has a Memorandum of Understanding (MoU) with Bokakhat Municipal Board for the collection, Disposal and recylcing of all the waste products from the campus.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	[View File]()
Geo tagged photographs of the facilities	https://drive.google.com/drive/folders/10tTJxzBk1BgyoqFQr9Rof2HBxBk_dZ-q?usp=sharing
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	**C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File]()
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. landscaping with trees and plants	**A. Any 4 or All of the above**

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

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	B. Any 3 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
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	C. Any 2 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 College has undertaken many initiatives for providing an inclusive environment, that is, tolerance and harmony towards all kinds of diversities—cultural, regional, linguistic, communal etc. Important days are observed and cultural exchange programmes are also undertaken with other institutions, which further boost the environment of tolerance and harmony. However, due to COVID19 pandemic restrictions, the academic session for 2021-22 started from September, 2021. Therefore, for that session only limited programmes were undertaken following theCOVID directivesas given by the government.

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

Constitution Day was celebrated on 26th November, 2021 in the college premises at RUSA Digital Room.

Republic Day was celebrated on 26th January, 2022 in the college premises.

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

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

Following days were celebrated during the academic year 2021-22

1) Republic Day observed and celebrated, 26th January, 2022

2) International Mother Language Day observed and celebrated, 21st February, 2022.

3) International Women's Day observed and celebrated, 8th March, 2022

4) International Tobacco Day, Awareness Rally, 31st May, 2022

5) World Environment Day, Plantation program, 5th June, 2022

6) Bishnu Rabha Divas, observed and celebrated, 20th June, 2022

7) International Yoga Day, observed and celebrated, 21st June, 2022

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

7.2 - Best Practices

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

Best Practice 1: AGRIPRENEURSHIP FOR RESOURCE MOBILIZATION

Objectives:

- To optimise the utilisation of available land areas within the campus.
- To impart the knowledge of sustainable farming and cultivation to the students.
- To generate a considerable amount of additional income from the sale of agricultural and vermi-compost products.
- To promote self- employability skills among the students through agricultural and allied farming practices.
- To achieve a green and sustainable campus.

Best practices-2: UPLIFTING AND DEVELOPING YOUNG AND ADULT MINDS (UDYAM)

Objectives:

- To create the sense of belongingness and necessary commitment towards the society and nation at large.

- **To help the socio-economically marginal groups/communities of the society.**
  - **The College has adopted the Upper Assam Handicap Centre, situated at its vicinity to provide necessary support and assistance.**
  - **The College aims to undertake several programmes at the neighbouring Orphanage Centre.**
  - **To disseminate awareness at the local/ community level regarding various social, environmental, and gender related issues.**
  - **To engage the students of the college at community/classroom teaching programmes at the nearby schools.**
  - **To organise donation camp/health/cleanliness drives/ blood donation camp at the community level.**

File Description	Documents
Best practices in the Institutional web site	<u>View File</u>
Any other relevant information	<u>View File</u>

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

INSTITUTIONAL DISTINCTIVENESS:

Jogananda Deva Satradhikar Gowsami (JDSG) College, is situated in a beautiful natural ambience by the side of N.H. 37, in the close vicinity of the Kaziranga National Park-the world heritage site. Thus keeping in view the proximity to the Kaziranga National Park, the College has a study centre named Kaziranga Study Centre which provides resources and localized patronage for researchers, explorers, environmental activists and independent film makers, bird explorers etc. The student volunteers under the study centre help the authorities of the national park in animal rescue operations and dissemination of relief materials during calamities and extreme situations concomitant with natural disasters.

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

PLAN OF ACTION FOR THE YEAR July2022to June 2023

1) Talk on Women's Rights

2) Awareness program for Health & Hygiene of students

3) Introduction of No Vehicle Day in the college campus

4) Intensify "Clean and Green Environment" activities

5) Self-defense training program for girl students

6) Gender Sensitisation Program

7) Community Health check up program

8) Talk on Mental Health