



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		KAMARGAON COLLEGE
Name of the head of the Institution		DR. BIJULI BORCHETIA
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		+919435054085
Mobile no.		7002011065
Registered Email		kamargaon785619college@gmail.com
Alternate Email		iqackamargaoncollege@gmail.com
Address		KAMARGAON COLLEGE KAMARGAON
City/Town		GOLAGHAT
State/UT		Assam
Pincode		785619
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	ANJAN SAIKIA
Phone no/Alternate Phone no.	+919707662585
Mobile no.	8638029850
Registered Email	ANJANPAPU01@GMAIL.COM
Alternate Email	ANJANPAPU10@YAHOO.COM

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://kamargaoncollege.com/wp-content/uploads/2022/05/AQAR-2017-18.pdf
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4. Whether Academic Calendar prepared during the year

Yes

if yes, whether it is uploaded in the institutional website:
Weblink :

<http://kamargaoncollege.com/wp-content/uploads/2022/05/Academic-calendar-2019-20.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
3	B+	2.53	2019	01-Apr-2019	31-Mar-2024

6. Date of Establishment of IQAC

01-Jan-2002

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
No Data Entered/Not Applicable!!!		
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
KAMARGAON COLLEGE	RENOVATION	RUSA	2019 300	5000000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

No Data Entered/Not Applicable!!!

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

Plan of Action	Achivements/Outcomes
No Data Entered/Not Applicable!!!	
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Governing Body (GB) and the President of GB	05-Mar-2022

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	No
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The institution maintains a well planned curriculum delivery and documentation while imparting the courses. Here is given a brief description of the mechanism and the documentation process. : 1. The institution prepares an academic calendar in every academic session and the delivery of curriculum is done accordingly. since the college is affiliated to Dibrugarh University, therefore the academic calendar is prepared in accordance with the calendar provided by the University. 2. Under the supervision of the Academic Committee, teaching plan and schedule as per guideline of UGC are prepared and implemented in every academic year. 3. various teaching learning methods like lecture, seminar presentation, field trip, participatory approach, group discussion etc. are executed every year for the effective curriculum delivery. 4. Students are encouraged to improve learning skills through various exercises such as group discussion, seminar presentation, use of ICT, field tour, learning by playing and doing, data collection and interpretation, etc. 5. Modern technical and teaching tools such as power point, google classroom, online meeting platforms, laptop, desktop, Smartphone, email. etc. used to enhance efficacy of curriculum delivery. 6. For the benefits of the students and efficacious curricular delivery, students are constantly encouraged to use language lab, digital classroom, computer laboratory, e-learning sources including N-LIST and so on. 7. Both the students and the faculties are continuously encouraged to pursue research activities and keep pace with the intellectual developments. 8. To acquire knowledge from various stakeholders about the efficacy of the given methods used in the curriculum delivery process, feedback is taken from students, teachers, alumni, etc. and actions are taken subsequently, if needed. 9. Regular monitoring of the efficacy of curriculum delivery is done through conduct of sessional examination in every semester. 10. For holistic development of the students, students are highly encouraged to undergo Yoga practices and sports activities. 11. To further assist the students, remedial classes and counseling if required are also done at the departmental level. 12. As part of curriculum delivery process, the institution is currently running self-financed certificate courses like Computer Application, Recitation, etc.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
00	00	Nil	00	00	00

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	00	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	BA IN ENGLISH	01/08/2019
BA	BA IN ASSAMESE	01/08/2019
BA	BA IN EDUCATION	01/08/2019
BA	BA IN POLITICAL SCIENCE	01/08/2019
BA	BA IN HISTORY	01/08/2019
BA	BA IN SOCIOLOGY	01/08/2019
BA	BA IN ECONOMICS	01/08/2019
BA	BA IN PHILOSOPHY	01/08/2019

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Yoga	01/01/2003	45
Recitation Programme	01/01/2014	15
Editing and Proof Reading	01/01/2009	25
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Travel and Tourism	70
BA	BA in Education	84
BA	BA in History	40
BA	BA in Political Science	90
BA	BA in Sociology	120
BA	BA in Assamese	105
BA	BA in English	25
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	No
Parents	No

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

Feedback Obtained
<p>As a part of continuous efforts to enhance academic standards and facilitate opportunities to the stakeholders especially students, feedback is taken in every academic year in the institution. Feedback from students, teachers, alumni, parents, and administrative staff are taken in this direction. After obtaining feedback, the IQAC in consultation with the Research Committee analyzes the said feedback taken from these stakeholders and consequently prepares a report based on the recommendation and suggestions offered by them. After sorting out the report, the IQAC places it to the authority for further action and implementation of the suggestions. The authority subsequently takes actions as per recommendations.</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	BA HONOURS IN ENGLISH, ECONOMICS, POLITICAL SCIENCE, EDUCATION, HISTORY, ASSAMESE, SOCIOLOGY	300	265	265
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	599	11	21	8	8

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of	Number of	ICT Tools and	Number of ICT	Numberof smart	E-resources and
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Teachers on Roll	teachers using ICT (LMS, e-Resources)	resources available	enabled Classrooms	classrooms	techniques used
21	21	17	23	23	22

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

The institution has a student's mentoring system through which the progress of the students is constantly monitored. As per this mechanism, the total enrolled students are divided department wise against the full time teachers. The teachers thereafter establish close contact with the assigned students and work in consonance with the needs of the students. In the mentoring system, the students are divided into categories like advanced and slow learners. Accordingly, every full time teacher devises mechanism differently for advanced and slow learners. For slow learners, teachers use counseling methods, provide resources, and revise courses. For Advanced learners, the assigned teachers provide special reference books and other resources apart from guiding constantly. In the year 2019-20, all the 21 full time teachers were assigned the job of mentoring the enrolled students amounting to 599. It is to state here that ratio-wise every full time teacher has to mentor 29 students on average.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
599	21	1:29

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
24	21	3	2	5

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	NIL	Nil	NA

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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	BA	2019-20	22/05/2019	18/12/2020

No file uploaded.

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

The institution has given utmost thrust on internal evaluation so that the performance of the students can be improved at all levels. In every semester, the departments conduct two internal evaluation examinations containing 25 marks each to check the progress of the students. The departments set the

questions as per the progress of the syllabus and in post evaluation outline the areas to the concerned students for improvement. Apart from this, seminar presentation among the students is assigned to monitor communication and presentation skills along with technological prowess. Students are also engaged in group discussion so that they can make them ready for the future competitive job market. Assignments related to the respective curriculum are given to the students for submission and consequent evaluation. Moreover, Students are taken for field study to enhance knowledge and engage in research activities through questionnaire and survey. Students are also assigned to submit reports after undergoing field study. Students are assigned project works so that their various skills can be improved. Students are also tutored every week to address other needs. Besides students are assigned to review books, movies etc. to increase knowledge and competence. All these have formed the backbone of the continuous evaluation system being implemented in the institution at present.

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

Since the institution is affiliated to Dibrugarh University, therefore the institution usually adheres to the academic calendar issued by the affiliating university for the UG colleges. Admission and counseling in every academic year is done as per the academic calendar issued by the university. Class routine and course plans are also done accordingly. Starting from commencement of classes to the conducting of examination, the institution works as per the timeline mentioned in such academic calendar. Following the rules set by the affiliating university, the institution conducts two sessional examinations in every semester to monitor the progress of the students. Classes are also done in every semester in compliance with academic calendar. Every department finishes the tasks for internal evaluation within the prescribed time frame. It is to mention here that students are usually asked to submit their assignments in every semester following the timeline of the provided calendar. In the aftermath of the completion of internal evaluation system, the institution submits all the data to the affiliating university in their 'provided internal sheets'. Students are usually asked to fill up examination forms in the dates specially notified by the university. Final semester Examinations are held as per routine provided by the affiliating university. Results are declared by the university as per timeline usually mentioned in academic calendar. Moreover, annual sports week is also organized in every academic year following the issued academic calendar.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://kamargaoncollege.com/wp-content/uploads/2022/05/Programme-outcome-course-outcome-converted.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BA	BA	BA HONOURS	190	131	69
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the

questionnaire) (results and details be provided as weblink)

<http://kamargaoncollege.com/wp-content/uploads/2022/05/STUDENT-SATISFACTION-SURVEY-REPORT-converted.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	00	NA	0	0
No file uploaded.				

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
00	00	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
00	00	00	Nil	00
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
00	00	00	00	00	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

Name of the Department	Number of PhD's Awarded
00	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	ENGLISH EDUCATION	2	00
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
ENGLISH ASSAMESE EDUCATION HISTORY	15

[View File](#)

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
00	00	00	Null	0	00	0
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
00	00	00	Null	0	0	00
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	0	0	2
Presented papers	6	22	0	0
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Programme on World Blood Donor Day	NSS in collaboration with VK NRL Hospital	21	70
Programme on World Environment Day	NSS in collaboration with Model Village	21	55
Observation of Anti-terrorism day	NSS	21	25
International Yoga day	NSS	21	41
6 Days Yoga Workshop	NSS	41	10
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
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00	00	00	0
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
SWACH BHARAT	NSS	CLEANLINESS DRIVE INSIDE AND OUTSIDE THE CAMPUS	8	35
GENDER ISSUE	NSS WOMEN CELL	INTERNATIONAL WOMEN DAY CELEBRATION	15	50
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
FACULTY STUDENT EXCHANGE	60	SELF-FINANCED BY THE DEPARTMENT OF POLITICAL SCIENCE	1
FACULTY EXCHANGE	30	SELF-FINANCED BY THE DEPARTMENT OF ENGLISH	1
FACULTY STUDENT EXCHANGE	55	SELF-FINANCED BY THE DEPARTMENT OF POLITICAL SCIENCE	1
STUDENT EXCHANGE	25	COLLEGE FUND	1
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
ON THE JOB TRAINING	TRAINING FOR GROUP DISCUSSION AND INTERVIEW	KAZIRANGA UNIVERSITY	12/03/2019	Nil	52
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers
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			participated under MoUs
THE JOREHAUT GROUP LIMITED	01/09/2019	Special training on tea plantation and management, organic farming, field visit of students, etc.	30
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
5000000	5000000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Classrooms with LCD facilities	Existing
Class rooms	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
No file uploaded.	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL	Fully	2.0	2013

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	12184	2574512	223	95000	12407	2669512
Reference Books	6557	1462075	876	293216	7433	1755291
Journals	15	9075	16	18324	31	27399
e-Books	97000	5750	164300	5900	261300	11650
e-Journals	6000	5750	6000	5900	12000	11650
Digital Database	1	470000	0	0	1	470000
CD &	12	1600	2	300	14	1900

Video						
Library Automation	1	0	0	0	1	0
Others (specify)	1	Nil	1	612	2	612
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
ANJAN SAIKIA	INSTITUTIONAL LMS	https://drive.google.com/file/d/1MJXPkpTAIoSm7fnOSJZcNpaW-2lsoaka/view?usp=drive_webauthuser0	21/01/2020
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	65	2	15	7	4	7	8	50	1
Added	5	0	10	3	2	2	0	50	1
Total	70	2	25	10	6	9	8	100	2

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Computer, digital classroom, laboratory, seminar hall, audio-video room, projector, laptop, DSLR Camera, Internet, etc	https://drive.google.com/file/d/1im3aZzm0m2lSCtldIq0xPKgek-04XbF1/view?usp=sharing

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
108000	108000	113000	113000

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

To maintain and utilize physical, academic and support facilities such as laboratory, library, sports facilities, computer, laptop, classrooms etc., the institution adopts the following procedures: 1. The IQAC and various other committees of the college supervises the functioning of the facilities. 2. For each facility and aspect, a sub-committee is formed and the in-charge of that committee carries out regular monitoring. 3. In the case of library, the librarian and the library staff undertake the required maintenance and utilization of the resources. The library pursues its own policy in respect of purchasing books. For that purpose, the library committee takes all decisions for purchasing and maintenance of books and other facilities including ICT tools and e-resources. 4. The institution has three laboratories namely Computer lab, Language Lab, and Psychological practical lab. Computer laboratory is usually monitored by the teacher in-charge. The teacher in-charge monitors classes and all the available ICT tools. The language laboratory is monitored by the convener of the certificate Course viz. Spoken English. The convenor looks after both classroom transaction and maintenance of the facilities. The Psychological Laboratory is monitored by the teachers of the Dept. of Education headed by the HoD. It is to note here that the mentioned office in-charge of each laboratory submits purchasing requirements to the administration and the administration makes necessary arrangements. 5. The institution has already created some sports facilities like badminton court, volleyball and basket ball court, gymnasium, etc. within the campus. The institution appoints regular sports in-charge along with trainers to look after the facilities and impart regular training. 6. Classrooms are usually monitored by the Academic observer. Regular sittings are held to discuss about various classroom aspects including maintenance and purchasing of classroom teaching-learning tools. After all, all the facilities are monitored through the mentioned process so that smooth functioning of academic transaction can be ensured.

<http://kamargaoncollege.com/wp-content/uploads/2022/05/PROCEDURES-AND-POLICIES-FOR-MAINTAINING-AND-UTILIZING-PHYSICAL-ACADEMIC-AND-SUPPORT-FACILITIES-converted.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	STUDENT AID FUND	13	63960
Financial Support from Other Sources			
a) National	ISHAN UDAY SPECIAL SCHOLARSHIP FOR NER, POST MATRIC SCHOLARSHIP TO ST AND OBC STUDENTS ASSAM	415	946000
b) International	0	0	0
No file uploaded.			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved

PERSONAL COUNSELLING AND MENTORING	01/08/2019	20	INSTITUTIONAL
YOGA	01/01/2004	50	INSTITUTIONAL
LANGUAGE LAB	13/09/2012	40	INSTITUTIONAL
REMEDIAL COACHING	17/08/2019	70	INSTITUTIONAL
SOFT SKILL DEVELOPMENT	01/01/2011	228	IQAC and CAREER COUNSELLING AND GUIDANCE CELL
No file uploaded.			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2020	CAREER COUNSELLING	25	25	7	3
2020	CAREER COUNSELLING	31	31	8	9
2020	PERSONALITY DEVELOPMENT	52	52	7	7
2020	CAREER COUNSELLING	120	120	25	19
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
00	0	0	KAZIRANGA UNIVERSITY	10	0
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
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2019	3	BA	SOCIOLOGY	DIBRUGARH UNIVERSITY WOMEN UNIVERSITY SRIMANTA SANKARDEVA UNIVERSITY, TEZPUR UNIVERSITY	MA
2019	3	BA	ENGLISH	DIBRUGARH UNIVERSITY WOMEN UNIVERSITY SRIMANTA SANKARDEVA UNIVERSITY	MA
2019	5	BA	EDUCATION	DIBRUGARH UNIVERSITY WOMEN UNIVERSITY SRIMANTA SANKARDEVA UNIVERSITY	MA
2019	2	BA	POLITICAL SCIENCE	DIBRUGARH UNIVERSITY IGNOU	MA
2019	1	BA	ECONOMICS	DIBRUGARH UNIVERSITY	MA
2019	4	BA	ASSAMESE	DIBRUGARH UNIVERSITY WOMEN UNIVERSITY SRIMANTA SANKARDEVA UNIVERSITY	MA
No file uploaded.					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	2
GATE	1
Any Other	20
No file uploaded.	

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

Activity	Level	Number of Participants
MODERN SONG COMPETITION	INSTITUTIONAL LEVEL	105
BORGEET COMPETITION	INSTITUTIONAL LEVEL	15
BHUPENDRA SANGEET COMPETITION	INSTITUTIONAL LEVEL	20

RABHA SANGEET COMPETITION	INSTITUTIONAL LEVEL	21
JYOTI SANGEET COMPETITION	INSTITUTIONAL LEVEL	15
FOLK SONG COMPETITION	INSTITUTIONAL LEVEL	30
LONG JUMP, HIGH JUMP, RACE, JAVELIN, DISCUSS THROW, HAMMER THROW VOLLEYBALL CRICKET	INSTITUTIONAL LEVEL	150
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	RUNNERS- UP AT DIBRUGARH UNIVERSITY INTER COLLEGE WOMEN KHO KHO COMPETITION	National	1	Nil	KAMARGAON COLLEGE KGC 00015	SABITA KUMARI KASHMIRI GOGOI NOMI BORA AJYUNI ENGTIPI
2019	SILVER MEDAL FOR DU INTERCO LLEGE WOMEN BOXING COM PETITION	National	1	Nil	KAMARGAON COLLEGE KGC 00083	MONALISA BORO
2019	BRONZE MEDAL IN DU INTER COLLEGE WOMEN'S BOXING COM PETITION	National	1	Nil	KAMARGAON COLLEGE KGC 00097	PALLABI BORA
2020	SELECTED TO PLAY INTER UNIVERSITY COMPETITIO N FOR DIBRUGARH UNIVERSITY COMPETITIO N FOR DIBRUGARH UNIVERSITY IN ODISHA	National	1	Nil	KAMARGAON COLLEGE KGC 000 211	ABHISHEK SAIKIA

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

There is an elected active student council namely Kamargaon College student union in the college. The members of students Union have been given representation in IQAC and other academic and administrative bodies, one/two representatives of student council has been co-opted in to IQAC so that they can participate in the decision making process. The members of student council actively involved both at decision making and execution level in all the programmes of IQAC. Although, members of student council have no direct representation in academic and administrative bodies of the institution and yet members of student council have been given opportunities to take part in all the activities initiated by academic and administrative bodies. Moreover, students union has organised annual sport activities among students under the guidance of IQAC and college authority. The student union has actively co-operated and also participated in all students centric activities initiated by IQAC such as career counselling and guidance and other training programmes, workshops, seminars etc. The student union has also taken part in NSS programmes, extension activities, flood relief activities which are organised under the banner of the institution and in pursuance of green practices the members of student union have taken part in tree plantation observed world environment day and other environmental programmes.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

300

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

12000

5.4.4 – Meetings/activities organized by Alumni Association :

The Alumni Association organizes meetings/activities to keep in touch with the institution. Like the previous years, the Alumni Association organized meeting to chalk out plan and programmes for the year 2019-20. Apart from that, the Association maintained close connection with the IQAC. The Association organized a Speech Competition on September 7, 2019 in the college campus for the benefits of the students of the institution. In the said programme, the Association invited Dr. Basanta Kr. Goswami, Former Secretary, Assam Sahitya Sabha to monitor and assess the skills of the students. The Alumni Association assisted the IQAC in organizing a Personality Development in the college campus for the profits of the students. The IQAC in association with the Association invited Wasil Yasin, Kaziranga University as the Resource Person. After all, the Alumni association assisted the IQAC and the institution in doing various activities in the campus.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

As a part of decentralized and participative management in the administrative arena, the institution has followed a well-laid structure. To purchase all the things needed in the college the authority has constructed a Purchasing Committee containing members from teacher, IQAC, office staff, the Library, and Student Union. Any decision pertaining to purchasing is taken and implemented by the said committee. Similarly, to initiate any construction and repairing in the campus, the Building Committee formed by the authority takes all the decisions and implements the same. It is important to note here that while taking and implementing decisions, the said committees make their efforts possible to engage all the stakeholders for the benefits of one and all. In the academic area, the institution maintains a clear protocol for enhancement of academic standards. In this case, the authority has formed committees like Admission Committee, Examination Committee, and so on. These committees are formed with members from teachers, administration, IQAC, guardian of students, etc. The Admission Committee chalks out plan for the enrolment of students in every academic year and does the necessary works to make the admission process as smooth and student friendly as possible. The institution has also appointed an Academic Observer to monitor academic activities and maintain academic standards. The Academic Observer sits with the HODs of all the departments every month to get updation about the progress of syllabus and students as well. Moreover, the Examination Committee sits before semester examinations and makes every possible effort possible for making the examination process hassle and stress free.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Teaching and Learning	The institution has adopted student-centric teaching -learning methods for enhancing learning experiences. The IQAC of the college organises various activities such as class seminars, field studies, etc. to provide innovative learning experience to the students. The Academic Observer monitors the regularity of the classes and timely completion of the curriculum. Moreover, modern ICT facilities like LCD Projector, internet connectivity, computers, etc. are provided for effective teaching-learning transaction. Remedial teaching is also done to address the problems of the academically weaker students.
Curriculum Development	The college follows the curriculum developed by Dibrugarh University for undergraduate courses. However, the curriculum for certificate courses are developed by the institution itself and it takes the approval of the affiliating university prior to its implementation. implementation. The college ensures effective delivery of

the curriculum through in an organized manner. the Vice Principal of the college along with the Academic Observer monitor the effectiveness of the curriculum delivery.

Research and Development

The institution has constituted a Research Committee for creating a research friendly atmosphere. The Research committee along with the IQAC and the administration formulates policies for undertaking research oriented activities like field study, seminar conduct/participation, research publication in UGC notified and Peer-reviewed journals as well as edited books, participation in Workshop/Symposium, departmental publication, etc. The institution provides facility of NLIST through the central library with its complete automation and ICT facilities. The institution has also worked to ensure adequate availability of ICT facilities with an aim to increase output. Every department has been provided with computer, projector, library, etc.

Human Resource Management

The institution has evolved its own strategy to manage human resources. To keep the teachers dynamic and updated with latest information and technology, the institution organizes training programmes/workshops, provides ICT tools and e-resources through the central library, and facilitates the teachers for participating in FIPs including RC, OC, FDP, STC, Seminar, workshop, Symposium, etc. Students are engaged in field trips, group discussion, career guidance programmes, awareness programmes, invited lectures, NSS, Eco-Club, and other extension activities, etc. Regular trainings in ICT like computer application, online admission, and different administrative works are also done.

Library, ICT and Physical Infrastructure / Instrumentation

The college has a fully automated central library named Aideu Handique Library and Information centre. The library has currently 21, 700 textbooks and Reference Books, 16 periodicals, and 5 regional and national newspapers. The library has subscribed to NLIST programme under INFLIBNET for e-resource access. The library has a digital Library Database and provides free internet connectivity and OPAC facility to students and teachers. The

library has also provided Book bank and reprographic facilities apart from pure drinking water, computer access, ramp facility, orientation services for students, etc. The library has also provided well equipped and separate reading rooms for both the students and teachers. Separate toilet facilities for boys and girls are also available in the library.

Admission of Students

Admission is done in the institution under the supervision of the Admission Committee. The admission committee generally holds a sitting to discuss the modalities for admission into various classes in every academic year. The committee is head by the principal and comprised of vice-principal, Academic observer, HoDs, and the IQAC. The admission is done on merit basis in compliance with the government regulation for reservation of seats for various categories. Admission has been done both in Online and Offline modes.

Industry Interaction / Collaboration

The college has also made efforts to collaborate with neighbouring industries like Numaligarh Refinery Limited (NRL), Numaligarh Tea Estate, Mushroom Development Foundation etc. with an aim to initiate college industry collaborative works for development of students and the local community. Special training on tea plantation and management, organic farming, field visit of students, etc. have also been organized.

Examination and Evaluation

The semester end examinations for undergraduate Courses are conducted as per the schedule of the affiliating university. The institution provides necessary infrastructural and other facilities for smooth conduct of examination and subsequently sends the answer scripts to the designated centres prescribed by the affiliating university. However, the departments of the institution conduct Sessional examinations in every semester and organize students seminars and group discussion as a part of internal evaluation system apart from instructing to submit home Assignments. It is important to note here that the entire process of examination and evaluation in respect of Certificate Course is supervised by the respective Course Co-ordinator.

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

E-governance area	Details
Student Admission and Support	<p>The college puts Admission notification and other necessary information in the college website prior to beginning of every academic session. After publication of selection list for Admission, students are asked to complete the necessary formalities for admission through online mode. In this process, faculty members and the administrative staff offer necessary assistance to students for smooth completion of admission. The college provides free ship to meritorious students who are economically disadvantaged.</p>
Examination	<p>Since the semester end examinations for Undergraduate Courses are conducted the affiliating university, therefore the institution just provides necessary infrastructural and other facilities for smooth conduct of examination. In other words, examinations conducted by the affiliating university are held in OFFLINE mode only.</p>
Planning and Development	<p>The institution makes its planning for overall development involving Governing Body (GB), IQAC, and various committees/cells. Since the institution is funded by government, UGC, RUSA and such agencies, therefore all the transactions and communications are done online. To acquire the desired results, the institution has appointed Co-ordinators to look after the implementation of the schemes and activities. As a part of e-governance, the admission of students in various courses has also been made online. Information related to scholarship and other are also communicated via online from time to time.</p>
Administration	<p>In the administration process, e-governance has been introduced gradually in all the areas. The admission of students has been made online. E-tendering for infrastructure augmenting as well as purchasing of various things has also been introduced. Other vital information connected to the college is also posted in the college website.</p>
Finance and Accounts	<p>Finance and accounts of the institution has also been made</p>

gradually online. Transactions for various purchasing and other such works have been done these days via RTGS/NEFT, Account transfer, etc. Salary bill submission and payment has also been made online. Form fill-up for semester end examination is done online these days. The transactions for the funds provided by agencies like UGC, RUSA, State govt., etc. are also accomplished online to most of the extent. After all, most of the Financial and Accounts related transactions are done either online or Chequebook/demand draft method these days.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Bidyut Deori and Girin Rajkhowa	00	ASSAM COLLEGE TEACHERS ASSOCIATION (ACTA)	27700
2019	ROBIN HAZARIKA	00	GOLAGHAT ZONE, ACTA	13300
2019	ANJAN SAIKIA	WORKSHOP ON NEW EDUCATION POLICY	00	400
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	TRAINING PROGRAMME ON THE LATEST DEV ELOPMENTS OF NAAC ASSESSMENT	Nil	30/04/2019	30/04/2019	17	Nil
2019	CBCS IN UNDERGRADU ATE COURSES	Nil	24/05/2019	24/05/2019	16	Nil

2019	WORKSHOP ON CBCS AND ITS IMPLEMENTATION IN UNDERGRADUATE COURSES UNDER DIBRUGARH UNIVERSITY	Nil	08/06/2019	08/06/2019	21	Nil
Nil	PROGRAMME ON VARIOUS ASPECTS OF ACADEMIC AND EXTRA-CURRICULAR DEVELOPMENTS	Nil	23/09/2019	23/09/2019	15	Nil
2019	Nil	TRAINING PROGRAMME ON OFFICE AUTOMATION	21/05/2019	21/05/2019	Nil	10
2019	Nil	NAAC ASSESSMENT AND GOVERNANCE	23/10/2019	23/10/2019	Nil	9
2020	ADD ON COURSES FOR STUDENTS	Nil	03/02/2020	03/02/2020	9	Nil
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
21	21	5	5

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
MUTUAL BENEFIT FUND	MUTUAL BENEFIT FUND	STUDENT AID FUND

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The college carries out both internal and external audit in each financial year: The internal audit is done annually by a local government auditor on the directive of the governing body. The internal auditor verifies all the documents relating to financial transaction and the audit report is sent subsequently to the state government for consideration. The External audit is done on the recommendation of the state government. An external auditor is deputed by the government generally of retired Assistant Director's rank to scrutinize audit related documents.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
DIRECTOR OF HIGHER EDUCATION (DHE ASSAM)	17000	SANITIZATION FOR COVID 19
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6.4.3 – Total corpus fund generated

42257

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	RETD. PRINCIPAL OF HPB COLLEGE GOLAGHAT	Yes	ACADEMIC OBSERVER
Administrative	Nil	GOVT. AUDITOR (LOCAL)	Yes	RETIRED ASSISTANT DIRECTOR (LOCAL ASSAM)

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

The parent-teacher association has actively involved in all developmental activities of the college. Among the support and activities being done by the Parent-Teacher, here mention may be made of: 1. The IQAC has brought in parent representative to strengthen connection between parents and teachers. 2. The IQAC has maintained a constant touch with the office bearers of the Parent-Teacher association in respect of academic development and student progress. 3. The Parent-teacher association has actively participated in various extension activities especially conducted by the NSS unit of the college. 4. The parent-teacher association assisted the IQAC in organizing different sensitization programmes like Drug Addiction, Mental health, etc. After all, the Parent-Teacher organization has contributed in all possible ways for the overall development of the institution.

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

For the support staff, the institution has initiated measures like- 1. Training and instruction on discipline and punctuality to be maintained by the support staff such as cook, driver, messenger, chowkider, hostel warden, etc. has been imparted. 2. Instructions have been imparted on Gardening and cleanliness of the campus. 3. Instructions have also been put in place for sweeper to keep the classrooms, toilets, common rooms including student, canteen, etc. clean and

germ-free. 4. Instructions are given to the cook and the warden to serve pure drinking water to the boarders of the hostel. Special instruction has been issued to the warden to keep the hostel clean. In short, the support staff has been trained and instructed regularly for overall maintenance of the institution.

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

In the aftermath of the 3rd Cycle Assessment on March 27 28, 2019, the institution has initiated various methods for overall development. Among the initiatives implemented by the institution in the post-accreditation period, here mention may be made of: 1. The IQAC had been revamped and different cells/committees were formed as per UGC guideline. 2. The IQAC and the Committees sat at regular intervals to ensure academic, research, and other activities of the institution. 3. The IQAC communicated with the DHE in the post accreditation period for approval of a new stream in the institution. 4. The institution applied for a Performing Arts centre under Dibrugarh University following the recommendation of the Peer Committee report. 5. The IQAC made efforts to collaborate with local industry and NGOs for establishing contacts with community and the adopted village namely Tarun Nagar as well as for pushing up Agri-based extension activities. 6. The IQAC has carried out various extension activities for the benefits of students and local community as well. 7. The IQAC has pushed for more and more research activities, publications, and other such intellectual activities. 8. The NSS wing of the college has carried out numerous activities both inside and outside the campus. 9. The IQAC made efforts to make the campus green and eco-friendly. 10. Toilet facilities for girls and boys as well as teaching/ non-teaching have been improved in the post accreditation period. 11. Sports facilities have been strengthened in the institution. In short, the institution especially through the IQAC made continuous efforts to acquire progress in all aspects in the post-accreditation period.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Celebration of International	08/03/2020	08/03/2020	70	23

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

1. Solar energy in the campus contributing at present 5.14 of the total requirement of power in the institution.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Ramp/Rails	Yes	2
Rest Rooms	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	Nil	1	21/06/2019	1	international Yoga day	yoga	113
2019	Nil	1	29/06/2019	6	yoga workshop	yoga	55
2019	Nil	1	23/12/2020	1	sensitization programme at Adopted Village	Overall development of the adopted village i.e. Tarun Nagar	84
2019	Nil	1	21/05/2019	1	Anti-terrorism Terrorism and its impact day	terrorism and its impact	50
2020	1	Nil	13/03/2020	1	The outbreak of Corona virus and the possible Remedies	Coronavirus and its outbreak and possible remedies	54
2020	1	Nil	08/03/2020	1	Women Empowerment	Overall Empowerment of women	43

2019	1	Nil	05/06/2019	1	world environment day	Stop air pollution	82
2019	Nil	1	14/06/2019	1	world blood donor day	Blood Donation and its Importance	70

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

Title	Date of publication	Follow up(max 100 words)
Human Values and Professional Ethics for Parents	01/08/2019	Here in the ethics, thrust is put on maintaining constant and healthy relationship with the institution, monitoring performance of the students, seeking suggestions and recommendations for further improvement in all aspects of the institution, and so on.
Human Values and Professional Ethics for students	01/08/2019	Students are encouraged to inculcate human values and other necessary ethics in areas of punctuality, discipline, attending classes, tutorial and research activities, overall personality development, maintaining harmony and integration, care for institutional properties, cleanliness of the campus, green practices, ragging-free, refrain from any intoxicant, and so on.
Human Values and Professional Ethics for Administrative Staff	01/08/2019	Here in the handbook, those ethics such as carrying out official decisions and policies faithfully and impartially, maximize efficiency, student friendliness, address genuine grievances, refrain from any discrimination, time-bound delivery of services, proper maintenance of records, etc.

<p>Human Values and Professional Ethics for Community</p>	<p>01/08/2019</p>	<p>Here, emphasis is put on the necessity to connect with the adjacent community. In these ethics, stress is done on green practices, promotion of national integration, promotion of income and agri-based programmes, women empowerment, awareness on socio-political rights, and so on.</p>
<p>Human Values and Professional Ethics for teachers</p>	<p>01/08/2019</p>	<p>In this handbook, the professional ethics to be adhered by the teachers have been outlined briefly. Among the ethics included in the handbook, here mention may be made of performing duties with utmost dedication and diligence, continuing research activities, assisting in the examination and evaluation process, encouraging students in activities of national priorities, upholding of rights and dignity of everyone, abiding Acts, Ordinances, Rules, and Policies, and so on.</p>
<p>Human Values and Professional Ethics for Library</p>	<p>01/08/2019</p>	<p>Those ethics such as congenial environment within the library, adequate reading space for students and faculty, sufficient resource materials including text books, references, journals, etc., computerizing, keeping records in complete order, WIFI connectivity, NLIST use, book bank, organizing competitions among students, inculcating reading habits, and so on.</p>
<p>Human Values and Professional Ethics for Alumni</p>	<p>01/08/2019</p>	<p>For alumni, such ethics as maintaining constant connection with the institution, participating in events of importance organized</p>

in the institution, encouraging students with prizes including best reader and best graduate HS Performer, collaborating with the institution for uplifting academic and other standards, and so on.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International Yoga Day Celebration	21/06/2020	Nil	113
Celebration of Republic Day	26/01/2020	Nil	25
Celebration of Independence Day	15/08/2020	Nil	40
Celebration of Silpi Divas	17/01/2020	Nil	55
Celebration of Teachers Day	05/09/2020	Nil	200
Celebration of Rabha Divas	20/06/2019	Nil	120
Celebration of Gandhi Jayanti	02/10/2019	Nil	45
Celebration of Asom Divas	02/12/2019	Nil	56
Celebration of Bhupen Hazarika death anniversary	05/11/2019	Nil	140
Celebration of National Lachit Divas	24/11/2019	Nil	44
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Plantation has been done in the college campus continuously.
2. To make the campus plastic free, eco-friendly efforts like bamboo dustbin, gardening, garbage disposal, proper draining of waste liquids, etc. have been implemented.
3. Making continuous efforts to turn the campus pollution free through promotion of the use of Cycle both by the faculty and the students.
4. Emphasis has been put on Solar energy so that power requirements can be met through green energy initiative.
5. Rainwater harvesting has been done in the college so that the planted trees and saplings can be watered.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

INSTITUTIONAL BEST PRACTICES: TITLE OF THE PRACTICES: 1. IMPROVEMENT OF ENGLISH SPEAKING AMONG STUDENTS 2. FACULTY EXCHANGE ACTIVITIES 3. ADOPTED VILLAGE FOR COMMUNITY OUTREACH 4. YOGA AND REGULAR YOGIC PRACTICES 5. PROMOTION OF INCREASED USE OF BICYCLE AS A PART OF ECO-FRIENDLY CAMPUS. 6. PRAYER BY STUDENTS BEFORE THE COMMENCEMENT OF EVERYDAY CLASS AND EVENING IN THE WOMEN'S HOSTEL. 7. PROMOTION OF SPORTS AS A CAREER AMONG STUDENTS. **OBJECTIVES OF THE PRACTICES:** 1.To improve the efficiency of the students in the English language. 2.To exchange knowledge among the faculties and the students as well. 3. To establish contact with the local community through an adoption of a village named Tarun Nagar. 4. To inculcate spiritualism and keep students and faculty mentally and physically sound. 5. To make the campus Eco-friendly and free from pollution including air and sound pollution. 6. To inculcate spirituality, integrity and peace. 7. To promote Sports as a career avenue among the students. **PRINCIPLE OF THE PRACTICE:** The principle of these practices is the overall personality development of the students. Besides that, these practices have been adopted to ensure holistic development of the stakeholders for a better tomorrow. **CONTEXT:** Since the college is located in a tribal belt area, therefore the students are generally weak in spoken English. Hence training is the urgent need of the hour. Faculty exchange of faculty would introduce the students with more and more teachers other than their familiar ones. Reaching to the local community is quintessential for the overall development of the institution. Therefore, a close contact with the adjacent villages through the adopted village would assist in developing in socio-economic and cultural arena. Yogic practices have acquired unprecedented importance in the recent years. In other words, yogic practices have been instrumental in maintaining physical and mental health. Therefore, thrust has been put on ensuring such holistic development of the students and the faculty as well. Measures for a sustainable future are the needs of the hour. Keeping in view that, efforts are put in place to make the campus eco-friendly as much as possible. This practice of using bicycle both by the students and faculty would lead to acquire this aim in the near future. Prayer done by the students and the faculty both in morning and evening has provided numerous benefits. These practices have really helped in maintain punctuality, discipline, sound mentality, and so on. Sports activities have been promoted in the institution among the students with unprecedented importance. As a part of that, students have been provided platform to join in inter-college and intra-university sports tournaments in fields like football, Boxing, Kho-Kho, etc. **THE PRACTICE:** The improvement of English Speaking among Students is aimed to improve the efficiency of the students in the English language, the IQAC in association with the teachers of the English department made the necessary arrangements in the language laboratory to guide and teach them in the language. Faculty Exchange activity is directed to exchange knowledge especially among students for a healthy and prosperous academic career. In this direction, the IQAC in association with the faculty members of the different departments has arranged inter-college faculty exchange activities for sharing of knowledge among the faculties and benefit of the students as well. Community outreach has been done through various activities undertaken by the NSS and the IQAC. In this direction, plantation drive, repairing of roads, pond cleaning, awareness programme on health and hygiene, etc. have been undertaken in the adopted village and in nearby areas. The Yoga Centre of the college is running a certificate course in the campus. Many of the students have undertaken yoga practices under the centre. Apart from regular classes, workshops on Yoga and its Importance have also been done. It is worth mentioning here that in such workshop local people also participated in the workshop. Moreover, the centre also observes every year the international day of Yoga in active participation with the students and the faculty. Green practices are important to ensure sustainable development.

Henceforth, students and faculty have been asked to increase use of bicycle to reduce pollution and turn the campus eco-friendly. Students engage themselves voluntarily in the practice of praying both in morning and evening. This voluntariness of students and the faculty have really made task easier to maintain order both inside and outside the classroom. Students have increasingly come forward to adopt Sports as a career opportunity. In this direction, students have been sent for training in Guwahati to improve their performances. Some of the students have worked as trainers to train others. They have also been provided opportunity to train at Numaligarh Sports Academy.

Evidence of Success The students have been benefitted immensely from such initiatives and this is reflected in their academic performances especially in their progression to higher education in spite of hailing from this socioeconomic and academically backward locality. A lot of other have also been engaged in various government and non-government sectors. In this context, the evidences in the form of some appointment letters of the alumni as well as admission receipts and other documents have already been attached as PDFs. Moreover, some other have been already self-employed as per their capacities.

Besides these, the local community has also immensely benefitted from the outreach programmes initiated by the institute under the banner of NSS and the IQAC. Yoga practices have been done regularly in the campus and thus both the students and the teachers have been profited from such practices. Using bicycle has also yielded results in the campus. Besides these, students engaged in sports have got opportunities to play both at state and national level.

PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED However, while implementing these best practices the institution has encountered some of the problems. These problems might be listed here as below: Since the students don't have access to proper schooling because of hailing from far flung and flood affected areas, therefore the teachers have to toil hard in imparting education including spoken English practices in the language laboratory. Since the transpiration is relatively poor in this locality, therefore the enrolled students sometimes miss the classes or even appear late in the class. In spite inadequate manpower, the teachers concerned regularly encounter problems including proper management of time because of heavy workload. Due to lack of space and resources, the teachers are not able at this time to impart this best practice to all the students of the college. Therefore, the enrolment of students is made on merit basis. Although sports activities have been promoted with great thrust, yet lack of all facilities in the campus have sometimes caused inconveniences.

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

<http://kamargaoncollege.com/wp-content/uploads/2022/05/Best-Practices.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

It is a well known fact that sports is a lucrative career in India these days providing numerous opportunities. Keeping in view the rising importance of sports as a Career avenue, the institution has accorded unprecedented thrust in promoting the culture of sports among the students and nurturing their talents. The institution is located at a place where different tribes including Mising, Sonowal Kachari, Tea tribe, and so on. The rich texture of the surrounding has provided an opportunity to nurture the talents for a bright future. It is important to note here that the tribes mentioned above are usually adept in sports. This particular fact has assisted much in locating talents among the students, belonging to these communities and in honing their skills accordingly. After initial selection of the talents, the institution has

provided support in the form of financial assistance and organizing training camps both inside and outside the campus. In this direction, students have also been sent for training in Guwahati to improve their performances. The college has also appointed a teacher to steer the selected students and conduct camps as stated above. Due to these constant endeavours, the students have excelled in various competitions including winning in affiliating university organized Inter-college Football completion, Kho-Kho Competition, boxing competition, etc. Besides that, some of the students have got opportunities at the national level especially in football.

Provide the weblink of the institution

<http://kamargaoncollege.com/wp-content/uploads/2022/05/Sports-best-practice-thrust-area.pdf>

8.Future Plans of Actions for Next Academic Year

The IQAC chalked out a comprehensive plan of action for the year 2020-21. Following is the future plans of action chalked out by IQAC: 1. To encourage more and more research activities among the faculty and the students to a huge extent. 2. To improve further course outcome through various initiatives. 3. To facilitate e-resources among faculty and students. 4. To impart sports training among the students and facilitate infrastructure. 5. To establish connection with various govt. departments like Agriculture to promote Agri-based activities especially in the model village. 6. To conduct more and more career counseling programmes in association with the Career Counselling Guidance Cell. 7. To thrust upon quality publications. 8. To promote admission via ONLINE.