



YEARLY STATUS REPORT - 2020-2021

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 its own campus?	Yes
• Phone no./Alternate phone no.	+919435054085
• Mobile No:	7002011065
• Registered e-mail	KAMARGAON785619COLLEGE@GMAIL.COM
• Alternate e-mail	IQACKAMARGAONCOLLEGE@GMAIL.COM
• Address	KAMARGAON COLLEGE, KAMARGAON
• City/Town	GOLAGHAT
• State/UT	ASSAM
• Pin Code	785619
2.Institutional status	
• Affiliated / Constitution Colleges	
• 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	ANJAN SAIKIA				
• Phone No.	+919707662585				
• Alternate phone No.	03776267016				
• Mobile	8638029850				
• IQAC e-mail address	IQACKAMARGAONCOLLEGE@GMAIL.COM				
• Alternate e-mail address	ANJANPAPU01@GMAIL.COM				
3.Website address (Web link of the AQAR (Previous Academic Year))	http://kamargaoncollege.com/wp-content/uploads/2022/06/AQAR-2019-2020-report.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://kamargaoncollege.com/wp-content/uploads/2022/06/NOTIFICATION-of-Academic-Calendar-for-the-General-Degree-Colleges-Institute-affiliated-to-permitted-by-Dibrugarh-University-for-the-period-from-J				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	B+	2.53	2019	01/04/2019	31/03/2024
6.Date of Establishment of IQAC			01/01/2002		
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	
Institutional 1	Renovation	RUSA	2020	500000	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		

<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File
9.No. of IQAC meetings held during the year	3
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> • 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
<ul style="list-style-type: none"> • If yes, mention the amount 	
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
The IQAC has made efforts to promote research activities among the faculty and also among the students to a great extent.	
The IQAC has organized career counselling programmes in association with the Career Counselling and Guidance Cell to keep abreast the students with the latest career opportunities.	
The IQAC has made efforts to connect with the various governments departments including the Agricultural Department to carry out activities for income generation in the model village of the college viz. Tarun Nagar.	
The IQAC has made continuous efforts to enhance academic standards and promote skills among the students to keep them ready for the competitive job market.	
The IQAC has made continuous efforts to promote sports activities and sports as a career among the students.	
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
To encourage more and more research activities among the faculty and the students to a huge extent.	The faculties have enrolled in PhD activities and have taken part in various research activities including conferences, webinars, FDP, RC/OC, Workshop, Seminars, etc.
To improve further course outcome through various initiatives.	After counselling and continuous evaluation, students have improved markedly in different aspects.
To facilitate e-resources among faculty and students.	After promotion of e-resources, faculties and students have started using more e-resources especially NLIST.
To impart sports training among the students and facilitate infrastructure.	Many of the students have taken part in various inter-district and inter-college competitions.
To establish connection with various govt. departments like Agriculture to promote Agri-based activities especially in the model village.	Linkage has been made with the Agriculture department and the sub-divisional administration.
To conduct more and more career counseling programmes in association with the Career Counselling & Guidance Cell.	Career Counselling programmes were organized and students participated overwhelmingly.
To thrust upon quality publications.	Faculties published in UGC CARE Listed Journals and other peer reviewed journals.
To promote admission via digital mode.	Admission done fully online.
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	

Name	Date of meeting(s)
Governing Body (GB) and President of Governing Body of Kamargaon College	18/06/2022

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	19/04/2022

15. Multidisciplinary / interdisciplinary**16. Academic bank of credits (ABC):****17. Skill development:****18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)****19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):****20. Distance education/online education:****Extended Profile****1. Programme**1.1 17

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

File Description	Documents
Data Template	View File

2. Student

2.1 682

Number of students during the year

File Description	Documents
Data Template	View File

2.2 141

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

File Description	Documents
Data Template	View File

2.3 89

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 24

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 24

Number of Sanctioned posts during the year

Extended Profile

1. Programme

1.1	17
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	682
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	141
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	89
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3. Academic

3.1	24
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	24
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1	23
Total number of Classrooms and Seminar halls	
4.2	500000
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	70
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

1. The delivery of curriculum is done according to the academic calendar. The academic calendar is prepared in accordance with the calendar provided by the affiliating University.

2. Teaching plan and schedule 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 applied.

4. Group discussion, seminar presentation, use of ICT, field tour, learning by playing and doing, data collection and interpretation, etc. are used to improve learning skills of students.

5. Modern technical and teaching tools such as power point, google classroom, online meeting platforms, laptop, desktop, Smartphone,

etc. are also used.

6. Language lab, digital classroom, computer laboratory, e-learning sources including N-LIST are used by the students.

7. Students and the faculties are continuously encouraged to pursue research activities.

8. 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 semester wise.

10. Yoga practices and sports activities are done by the students for holistic development.

11. Remedial classes and counselling if required are also done.

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 institution adheres to the Academic Calendar provided by the affiliating university in every academic session. All the departments follow the academic calendar in respect of commencement of classes, seminar presentation, group discussion, home assignments, projects, field works, and so on. Following the Academic calendar, the institution conducts two sessional examinations in every semester and evaluates the performance of respective department before sitting in university-conducted final examination. In short, the departments do their best in every academic session to fulfill all the aspects usually mentioned in affiliating university provided academic calendar. It is worth mentioning here that the departments accomplish some other crucial tasks in every academic year including taking feedback from students, conducting remedial classes, field tour, etc.

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

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	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

8

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

2

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

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

19

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

19

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

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

- The institution has made serious efforts to create professional ethics in respect of faculty, students, administrative staff and all other stakeholders like good behavior, honesty, loyalty, trustworthiness, respect, adhering to law, doing good and avoiding harm to others, accountability for creation of healthy working environment.
- The college has taken appropriate steps for creating the right gender sensitive environment which leads to mutual respect regardless of their gender. Efforts have made in the direction of ensuring gender parity through curriculum and

by organizing co-curricular activities. For instance, the institution observes International women's day every year to sensitize women on various issues.

1. Human Values are promoted through such courses and practices as Yoga, Sociology, Political Science, Philosophy, etc. Apart from curricular contents, these values are promoted through extra-curricular activities like quiz, essay competition, celebration of national days and festivals, health and Hygiene awareness, etc.

1. The NSS wing and the IQAC create awareness among the common masses and students regarding environmental degradation, sustainable development, importance of plantations and biodiversity conservation through various community related programmes. In this direction, the NSS and the IQAC organizes programmes like world Environment Day, Earth Day, etc. and conduct workshops especially the adopted village.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	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	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
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

0

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All 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)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
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File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	http://kamargaoncollege.com/wp-content/uploads/2022/06/REPORT-ON-FEEDBACK-2020-21.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

300

File Description	Documents
Any additional information	No File Uploaded
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

217

File Description	Documents
Any additional information	No File Uploaded
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

Special programmes for Advanced Learners :

1. Regular attendance of students are ensured and in case of the absentee students, the parents are contacted for corrective measures.
2. Advised to take part in group discussion, micro project, seminars, quiz, etc. to develop their analytical and problem-solving capabilities and improve their presentation skills.
3. Motivated to develop their creativity through participation in various students' centric discussions, orientation programmes, field study and extra-curricular activities.
6. They are motivated and encouraged to achieve university ranks and awarded after good result for inspiration.
7. Students are advised and assisted to prepare for examinations like NET, SLET, TET, APSC, PET, and other Competitive examinations.

Special measures for Slow learners:

1. After categorization of the students, slow learners are given both personal and academic counselling and their parents are informed.
2. All the departments provide tutorial, remedial classes to slow learners who are at the verge of drop out.
3. Difficult subjects are revised, questions are discussed in an exam-oriented approach and resources are provided..
4. They are also given as much scope as possible to engage in co-curricular activities.

5. Classes are prepared keeping in view the presence of both advance and slow learners.

File Description	Documents
Link for additional Information	http://kamargaoncollege.com/wp-content/uploads/2022/06/5.1.4-STUDENTS-BENEFITED-BY-GUIDENCE-FOR-COMPITITIVE-EXAMS.pdf
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
682	24

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

Experiential learning:

1. Organize seminars and group discussion for enhancement of learning experiences of students in every semester.
2. Students are asked to organize and anchor the programmes organized by the departments.
3. Inter-departmental Wall Magazine Competition among the students is organized.
4. Field study and projects is encouraged and done in every academic session.
5. Provided facilities like computer, Psychological and language laboratories to learn their skills through practices.
6. Actively taking part in extension activities especially done by the National Service Scheme (NSS) and the IQAC as a part of experiential learning.

Participative learning:

1. Students participate in every department-organized activity.
2. Attend classes regularly and participate in classroom discussions, seminar, group discussion, etc.
3. Participate in every institution-organized programmes, Co-curricular and extension activities.
4. Participate in career counseling programmes for enhancement of knowledge on career avenues and options.

Problem Solving Methodologies:

1. Personal counseling is done to address problems of students, if any.
2. Remedial classes are done.
3. Organizes awareness programmes on various issues of importance for students such as mental health, road safety, etc.
4. Post-sessional examinations, the departments analyze their performance and bring into light their problems personally.

Feedback is taken from students.

File Description	Documents
Upload any additional information	View File
Link for additional information	http://kamargaoncollege.com/wp-content/uploads/2022/06/7.2.1-best-practice-e-learning.pdf

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

The teachers of the institution use ICT enabled tools to make the teaching learning process effective and interesting. Following is a brief report of the use of ICT by the teachers in classroom delivery and teaching learning :

1. The teachers use Desktop, Laptop, Projector and pen drive for power point presentation in Classroom content delivery.
2. The teachers use such digital platform as Youtube WhatsApp, etc. for showing Videos connected to curriculum and sending study materials.
3. There are 10 Smart Classrooms altogether and the teachers use these facilities for efficacious learning delivery.
4. The teachers use Computer Laboratory and language Laboratory

for effective Teaching Learning process.

5. The Teachers also use E-mail, SMS service, Google Classroom, etc. to connect with the students and send Study materials whenever necessary and asked for.
6. The teachers use those important Library facilities like N-LIST (Inflibnet) and E-Books to enhance quality in the teaching learning process.
7. The teachers use such E-Book sites as Zlibrary, Project Gutenberg, PDF Drive etc. to enhance knowledge of their respective fields and apply that classroom content delivery.

In short, the teachers use ICT enable tools available in the institution for optimum benefit in the Teaching Learning Process.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://kamargaoncollege.com/wp-content/uploads/2022/06/2.3.2-teacher-use-ict-link.pdf

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

24

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	View File

2.4 - Teacher Profile and Quality

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

24

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	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

6

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

426.2

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

2.5 - Evaluation Process and Reforms

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

The institution maintains a transparent and robust mechanism of internal assessment for the benefits of the students. Here is given a brief outline of the transparent and robust mechanism of internal assessment being maintained in the college:

1. In internal assessment, different tools such as objective tests, written tests, assignments, paper presentation, laboratory work, and other such methods suitable to the courses are employed
2. The institution conducts two sessional examinations in every semester to assess performance and progress of students.
3. The students are informed in advance about the nature of assessment. The department arranges special in-semester examination for the student who cannot appear the exam (in special case).
4. Home assignments are given to the students to improve their language and content skills.
5. Percentage of attendance in classes is calculated for awarding internal assessment marks..
6. Teachers are working as a mentor to the mentees.
7. As a part of internal assessment, seminar presentation and group discussion marks are communicated to students for further progress.
8. Follow up measures such as counseling, remedial class, etc. are undertaken after evaluation of their performance in internal assessment exam.

After all, the institution maintains a robust and transparent internal evaluation system for the profits of the students.

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

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

The institution has its mechanism to deal with internal related grievances with transparency, efficiency, and timely. Here is given a brief account of the mechanism:

1. Students are informed well in advance about the syllabus to

be covered in internal examination so that unfair means can be averted in the examination hall.

2. Invigilation is assigned to teachers with a ratio namely 1:25.
3. Internal examination is conducted under CCTV surveillance.
4. After evaluation of answer scripts, students are informed about their marks secured in internal examination.
5. Individual counselling is provided.
6. Materials are provided to the needful.

After all, the institution maintains a transparent, time-bound, and efficient mechanism to deal with internal examination related grievances.

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.

Teachers and students of the institution are fully aware of the stated programme and course outcome. Here is given a brief overview of the awareness of teachers and students about the stated programme and course outcome:

1. The institution produces Prospectus in every academic year and all the details regarding programmes and courses are outlined in prospectus.
2. Before commencement of classes in every academic year, students are imparted counseling regarding their chosen programme, selection of subject, semester system, Choice Based Credit System, etc.
3. Students are imparted course outcomes regularly in classrooms and through various other practices like counselling after sessional examination.
4. Students are advised continuously by each department to improve their knowledge and results.
5. Students are constantly supervised and counseled by the teachers to benefit themselves for pursuing higher education through continuous enhancement of knowledge and communication skills.

6. To aware students about course outcomes, various programmes under the banner of the Career Counselling and Guidance Cell and the IQAC are organized in every academic year.
7. Students are prepared to appear in various competitive examinations like APSC, TET, PET, SSC, UPSC, etc.
8. Students are continuously encouraged to inculcate ethics and impart holistic development through constant practices of prayer, yoga, etc.

In short, the teachers and students of the institution are aware of the stated programme and course outcome. In every academic session, such constant efforts to make the students and teachers are done.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://kamargaoncollege.com/wp-content/uploads/2022/05/Programme-outcome-course-outcome-converted.pdf
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.

The institution evaluates attainment of programme and course outcomes in every academic session. In such evaluation by the institution, following aspects are taken into consideration:

1. In every academic year, review of semester end examination conducted by affiliating university is done thoroughly. In such evaluation, discussion and follow-up actions are done to further improve performance of students.
2. The departments evaluate the performance of students in every Academic year and undertake measures like counseling.
3. The departments continuously evaluate communicative skills of students and emphasize its acquiring through hard work for a skilled future.
4. The institution evaluates the employability of the passing out students and keeps records of the students employed in various professional areas and jobs.
5. The institution evaluates the holistic development of students through such practices as yoga, prayer, etc. and puts stress on their continuation for all round development

of the students and teachers.

6. The IQAC also evaluates the attainment of programme outcome and course outcomes through continuous sitting with the HoDs and teachers.

After all, the institution evaluates the attainment of programme outcomes and course outcomes in every academic session with an aim to improve quality of teaching-learning and employability skills.

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

2.6.3 - Pass percentage of Students during the year

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

72

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://kamargaoncollege.com/wp-content/uploads/2022/06/2020.pdf

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)

<http://kamargaoncollege.com/wp-content/uploads/2022/06/2.7.1-As-part-of-student-satisfaction-survey.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research

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

0

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

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

0

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

8

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

1

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 has continuously promoted extension activities both inside and outside the campus. However, due to nationwide lockdown from March 25 to September in 2020, the college remained

close and turned into a quarantine hub. Again, the college remained close from April 2021 to September 2021. Despite these challenges, the institution undertook the following extension activities in both online and offline modes:

IQAC programmes:

1. An Awareness & Sensitization Programme at the adopted village on December 23, 2020.
2. An Awareness Programme on Mental Health and Socialization of Jail Inmates on January 4, 2021 at Golaghat Central jail, Golaghat.
3. A programme on Mental Health: Issues and Challenges for the students in the college on March 1, 2021.

NSS Activities:

1. A programme distributing 2 nos. of soaps and hand wash in every household as a part of corona preventive measure among the people of the adopted village. The NSS also aware the residents about the measures like maintaining 6 feet distance, frequent hand washing, mask wearing, avoiding unnecessary travel, etc to be maintained for corona safe.
2. The 6th international Yoga Day in 2020 was observed at home by students.
3. Observed the World environment Day at home.

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

0

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	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

7

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

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

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

159

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

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

0

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

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

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

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college has adequate infrastructure and physical facilities for teaching learning. At present the college has twenty three classrooms out of which seven classrooms are equipped with LCD projectors. Moreover, the departments of the college have their own computers to carry out academic and examination related works.

Apart from the classrooms, there are two laboratories in the college. The department of Education has a psychological practical laboratory in which practical classes and examinations are held. The department of English has a language laboratory where the students are imparted various training and practice in communication skills including Spoken English. The classes of the certificate course in Spoken English Proficiency are also conducted in that language lab.

The institution has 70nos of computers as a whole. Moreover, other electronic facilities like Networking, N Computing, LAN, Fax, Server, LCD Projector, Printer etc. are available in the institution.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1im3aZzm0m2lSctldIg0xPKgek-04XbF1/view

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

Facilities for Cultural activities:

1. 2 nos. spacious and well-equipped Auditoriums for conducting cultural activities.
2. Availability of practice halls for students.
3. Adequate sound system.

Facilities for Sports:

1. 2 nos. of Basketball ball courts for the students and teachers as well.
2. 2 nos. of Badminton courts for the students.
3. space for Volleyball courts for the sports activities of the students.
4. Has a field in which students carry out various sports activities including running, javelin throw, shotput, etc.
5. Offered the field to practise sports like cricket, kho-kho, and other games.
6. Availability of a well-equipped gymnasium facility.
7. Appointed instructors to guide the students in sports activities including volleyball, football, etc.

Facilities for Games (Indoor/Outdoor):

1. Availability of sufficient space for outdoor sports activities.

Facilities for Gymnasium:

1. Availability of a fully equipped gymnasium facility as part of indoor sports facilities.
2. Appointed an instructor to guide the students.

Facilities for Yoga Centre:

1. Has a well-equipped Yoga centre which caters to the needs of the students.
2. Appointed an instructor to guide the students in yoga activities.
3. Has a certificate course in Yoga .

Due to these facilities offered by the institution the students have been able to shine in various Inter-college, University, and state level competitions.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://kamargaoncollege.com/wp-content/uploads/2022/05/Best-Practices.pdf

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

23

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

23

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1im3aZzm0m2lSctldIq0xPKgek-04XbF1/view
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)

1818729

File Description	Documents
Upload any additional information	View File
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 college library has been providing the INFLIBNET designed the state-of-the art library automation software known as SOUL. Almost all the stakeholders especially faculty, students, and administrative staff of the college have been highly benefitted from the use of this user-friendly software.

The software contains 6 modules which are respectively Acquisition module, Cataloguing Module, Circulation Module, Serials Module, Online Public Access Catalogue Module, Administrative Module. All these modules are very useful for facilitating library services and the college library is fully equipped with all these modules.

2.The College library has been fully automated.

3. The version of the software being operation at present in the library is SOUL 2.0.

4. The since its inception in 2013.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://kamargaoncollege.com/wp-content/uploads/2022/06/NLIST-SUBSCRIPTION-2021-RECEIPT.pdf

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)

894570.00

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**

80

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 institution regularly updates its IT facilities to meet the growing demands. For this purpose, the institution has increased the number of internet connectivity and the ICT tools like computer, projector, laptop, etc. The number of computers has been increased year after year to bridge the gap of the student-computer ratio. Every department has been provided with desktop and laptop to carry out the departmental activities. The computer lab and the language laboratory have been operated through LAN server and using softwares viz. NCOMPUTING AND YOUNG INDIA. NCOMPUTING connects the entire network while the YOUNG INDIA offers the assistance to acquire proficiency in spoken English. The capacity of downloading various materials from the library has also been increased through better internet connectivity. The process of the automation of the office administration has been initiated and these days, student admission and other such works including tendering are done through "DCS" office automation software. Moreover, modems for boosting internet connectivity have also been procured from such providers as JIO, AIRTEL, etc.

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

4.3.2 - Number of Computers

70

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	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)

1818729

File Description	Documents
Upload any additional information	View File
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.

There are established systems and procedures for maintaining and utilizing physical, academic and sports

facilities- laboratory, library, sports complex, computers, classrooms etc.

Gym: The college has a well-equipped gym which is maintained by

Pankaj Barua & the instructor Mr. Madurya Dhekial Phukan. The gym activities are done by the students under the guidance of the instructor in the evening.

Games & Sports: For Games & Sports there is also an established system, The college has a Games & Sports room with essential games & sports equipment. This is maintained by Mr. Pankaj Boruah & Robin Hazarika.

Game instructor Robin Dutta gives instruction to the students in Games & Sports.

Library: the library is fully automated and Wi-Fi with numbers of books, and periodicals. The library has started digitization, internet, OPAC and other necessary facilities for full utilization. A mini museum is also attached to the library for preserving old religious and historical books.

Yoga centre: Has a yoga centre which was established in 2004. Yoga classes are performed according to the class routine of the college in the morning and evening.

Language Lab: The college has a language lab. Students are given training on Spoken English.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://drive.google.com/file/d/1im3aZzm0m21SctldIg0xPKgek-04XbF1/view

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

682

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
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

13

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

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

A. All of the above

File Description	Documents
Link to institutional website	http://kamargaoncollege.com/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
153	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
153	
File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above
File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File
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	

14

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****34**

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
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****21**

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.**

2

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
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 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. Al though, members of student council have no direct representation in academic and administrative bodies of the institution,yet members of student council have been given opportunities 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.

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

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

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

2

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

The Alumni Association actively collaborates with the institution in all programmes. There is an alumni office in the college premise where the alumni discuss their future course of action for each and every event of the college. Under the guidance of IQAC the alumni association organises programmes, on career counselling and guidance , growing importance of sanitation and cleanliness, talks on career opportunities, bio-diversity conservation, training for competitive examination, environmental awareness, rising pollution problems, road safety. Moreover, the alumni association has also provided facilities like drinking water filter dustbin etc.

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

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The vision of the institution is to bring and overall improvement of the college through effective transparent government with the execution of all managerial decisions in time in liaison of the teacher, students and other stake holders.

Faculty members of the college have played an active part in their assigned role in decision making bodies and making of perspective plan. Two members representatives of teaching staff is co-opted in to the governing Body i.e. the highest decision making body of the college.

The IQAC is comprised of the faculty members of the college and participated in all academic enhancement and NAAC related activities.

The teacher representatives have also take part in the decision making process of the Academic committee, career counseling cell, grievance redressal cell, anti ragging committee, etc. which have an overall impact on the governance and management of the institution.

File Description	Documents
Paste link for additional information	http://kamargaoncollege.com/#
Upload any additional information	View File

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

Decentralized Practices.

1. Appointed a Vice-Principal and an Academic Observer to oversee academic and administrative functions.
2. Constituted IQAC as per guideline of NAAC.
3. Formed Building and purchasing committee for construction and purchasing activities.
4. Constituted different Committees and Bodies including Examination Committee, Sports Committee, Hostel Committee, Canteen Committee, Career Counselling and Guidance cell, Research committee, Grievance and Redressal Cell, Library Committee, etc. as part of decentralization of function and responsibilities.
5. In the Governing Body (G.B.), Teachers, the Librarian, and Guardian representatives are provided opportunity to become part of the decision-making process.
6. Has a student council to exercise their democratic rights and represent students.

Participative Management:

1. Offers opportunities for Teachers and the Librarian to participate both in academic and administrative decision-making process.
2. Offered opportunities to the students to become part of various committees like Hostel committee, Sports Committee, Student Aid Fund, Grievance and Redressal Cell, etc.
3. The alumni association is actively involved with the institution and conducts some programmes from its end.
4. Maintains a healthy relation with Guardians.
5. Offers scopes for eminent local personalities to participate in the development process of the institution.

The institution maintains a decentralized and participative management system.

File Description	Documents
Paste link for additional information	http://kamargaoncollege.com/wp-content/uploads/2022/05/Best-Practices.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution has a perspective plan which are as follows

Curricular Aspect

1. Continue imparting academic programmes with intense focus on quality.
2. Feedback is taken from students, teachers, parents, alumni, and non-teaching staff.

Teaching Learning and Evaluation

1. Continue imparting quality teaching with continuous internal evaluation.
2. Using ICT tools.
3. Introduce innovative processes in teaching-learning.

Research Consultancy and Extension

1. Emphasises research activities including publication in UGC CARE listed journals and participation in RC, OC, FDP, etc.
2. Encouraging field trips for experiential learning.
3. Cells and bodies like NSS, IQAC, Eco Club, Women Cell etc work for all-round development.

Infrastructure and Learning Resources

1. Promotion of ICT tools.
2. Promoting sports infrastructure.
3. Automation of library facilities and digitization.
4. Continue providing N-List.

Student Support and Progression

1. Promoting extra-curricular activities

2. Providing career guidance and placement services.

Governance Leadership and Management

1. Ensuring good governance through decentralized and participative management practices.
2. Continue discharging their respective duties and responsibilities.

Institutional Values and Best Practices

1. Continue using solar energy.
2. making the campus green and clean.
3. Continue doing the best practices.
4. Proving services to local community.
5. Working towards conservation of water and energy.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://kamargaoncollege.com/wp-content/uploads/2022/05/Best-Practices.pdf
Upload any additional information	View File

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

The college has been following the DHE, Assam instructions in terms of constituting the governing body (GB). The GB president should be a person of academic eminence and having a reputation in society. There are representatives from teaching and non-teaching staff. The other GB members include V.C nominee, donor person, student's guardian, and Librarian.

The administrative set up is controlled by the GB in respect of appointments and other administrative issues. The function of various bodies is constantly monitored by the Principal, Vice Principal and the IQAC. The academic function is monitored by the academic observer and the IQAC, and non-academic functions are monitored by the Principal and IQAC.

The appointments of the college are done as per guidelines of the DHE, Assam. For appointments, applications are invited usually from eligible candidates. A selection committee with experts recommended by the affiliating university is constituted for selection of candidates. Following the selection of candidates, the GB approves in selection of candidates and subsequently sends to the DHE for final approval.

The institution follows service rules mandated by the govt. of Assam. The principal maintains records in service books and updates these service rules from time to time.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	http://kamargaoncollege.com/wp-content/uploads/2022/06/6.2.2-organogram-of-the-institution.pdf
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Existing welfare measure for teaching and non-teaching staff:

1. MBF - A mutual benefit fund for teaching and non-teaching staff. This fund provides financial assistance to its members whenever required. 2. Employees Aid Fund on special occasion like Wedding, Shradha, and Serious ailment. This scheme is directed towards providing maximum possible support to its enrolled members at the moments of needs. From this scheme the employees have greatly benefitted in the recent years.

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

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

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

0

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

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

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

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

8

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

Here is a brief description of the performance appraisal system of the institution:

Teaching:

1. Distribution of Performance Appraisal Proforma among teachers to track academic development, activities, and participation in professional courses. The IQAC makes assessment of the progress made by the teachers in the respective year.
2. Feedback is taken from teachers on various areas including classroom delivery, grievances if any, and institutional ambience to know their satisfactory levels.
3. Regular sitting is organised by authority with the HoDs to take stock of syllabus progression in classes and ensure proper curriculum delivery.
4. Regular attendance of teachers in library is monitored to optimise usage of available resources including NLIST and Digital Library facilities.

Non-teaching:

1. Feedback from the non-teaching staff is taken to know their satisfactory levels.
2. The principal sits with the non-teaching staff to review their activities and performance in aspects like students' admission, Examination form-fill up, proper and timely communication with the affiliating university, the DHE, and so on.
3. The non-teaching staff are encouraged to enhance capacity building for meeting the growing challenges and facilitates necessary tools.
4. Ensures proper maintenance of college resources, clean and green practices and delivery of duty.

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

The college has carried out both internal and external audit report in the year. Generally, the internal report is done annually on the directive of the Governing Body. The external audit is done only on the recommendation of the state government. In case of the external audit the government deposes an auditor.

In case of audit objection, the government makes queries, and the college answers them. If any irregularities are found, disciplinary action is taken against the defaulter.

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

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

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

0

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
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 institution is basically funded by the state government, RUSA, and UGC. The government and UGC provide funds for various purposes and the college utilizes the same as per laid out guidelines. While utilizing these funds, the authority takes all the stakeholders into confidence and adopts all the decisions through consultations and deliberations.

The institution has a definite strategy for mobilizing funds. In case of necessity the management of the college transfers any fund for fixed deposit or any other beneficial schemes. With the permission of the Governing Body, the principal may utilize the interest of the fixed deposited money for any developmental activity in the college premise. If necessary, the fund of one account can be transferred to another account with special permission of the Governing Body of the college.

The college has another important step to mobilize funds. On the day of Establishment viz. 1st January of every year, the employees contribute voluntarily and the accumulated amount is invested in the form of NSC.

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 has contributed significantly for institutionalizing the quality assurance strategies and processes. Following is an account of contributions made by the IQAC during the year.

1. The IQAC has been formed as per guideline of NAAC.
2. The IQAC has constituted various committees and cells in consultation with the authority, faculty members and other stakeholders.
3. The IQAC sits regularly to chalk out plan and execute the same for the development of the institution.
4. The IQAC meets academic observer and convenors of cells and various committees at regular intervals to ensure quality and proper delivery of curriculum.
5. The IQAC conducts training for both teaching and non-teaching staff to keep them abreast with NAAC guidelines and latest developments.
6. The IQAC organizes various programmes for the benefits of the student community. In such problems the IQAC usually collaborates with the cells/committees like career counselling and guidance cell, National Service Scheme, Echo club, etc.

7. The IQAC has given thrust on introducing and using ICT tools to make the teaching learning process interesting and student friendly.
8. The IQAC has also put immense emphasis to accelerate research activities among the faculty members and in the institution in general.
9. The IQAC has emphasised optimum use of library resources and in this direction students and faculty members have been registered under INFLIBNET NLIST.

After all, the IQAC has contributed significantly to assure quality in the institution for the benefits of all stakeholders.

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

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

The IQAC reviews the teaching learning, process structures and methodologies regularly. A brief account of the teaching learning review and evaluation process is given below:

1. The IQAC sits regularly with the HOD's and faculty members to get knowledge of curriculum delivery in every academic session.
2. The IQAC through the academic community monitors classes and other aspects to make the teaching learning process effective and student oriented.
3. The IQAC collects feedback from students, teachers, guardian etc. to get ideas about the efficacy of teaching learning process and student satisfaction.
4. The IQAC has given stress of the use of ICT in teaching learning process for the benefit of both faculty and students. The College authority has provided support and necessary equipment to improve the teaching learning process.
5. The IQAC in consultation with the departments has initiated measures to enhance quality and skills among students.
6. The IQAC has put emphasis on using the library resources the including N-List provided E-resources among faculty members

as well as students for optimum academic advancement.

7. The IQAC has promoted research activities among the faculty members and students as well as to make the teaching learning process experiential.

Above all institution monitors the teaching learning process through the IQAC at regular intervals.

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

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://kamargaoncollege.com/wp-content/uploads/2022/06/2020.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Among the initiatives adopted by the institution to promote gender equity, here mention may be made of:

1. Celebrated the International Women Day .
2. Organized a legal awareness programme to aware the students about gender equity and the need to maintain that in society.
3. Organized an Awareness programme at the model village viz. Tarun Nagar to appraise the women about various government schemes available for income generation and economic empowerment.
4. The Women Cell undertook various other activities including counselling among students, discussion among faculty members, etc.
5. Facility of Women's Hostel in the campus.
6. Provided a Girls' Common Room for the profits of the girl students.
7. Has a Day Care Centre which has provided scopes to the faculty members who have young children to rear children and take special attention.
8. Has a gymnasium which has provided opportunity to both the girls and boys to practice indoor activities.
9. Ensured safety and security in the campus and in this direction the institution has appointed a Night Chowkidar namely Mr. Kamala Hazarika for the Girls Hostel.
10. Provisions for separate toilet facilities for girls and women faculty members.

Above all, the institution initiated various measure for promotion of gender equity among the stakeholders.

File Description	Documents
Annual gender sensitization action plan	http://kamargaoncollege.com/wp-content/uploads/2022/06/7.1.1-annual-gender-action-plan.pdf
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	http://kamargaoncollege.com/wp-content/uploads/2022/06/7.1.1-1.pdf

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/

C. Any 2 of the above

power efficient equipment

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

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

The institution has facilities for the management of the following types of degradable and non-degradable waste. Here is a brief report of the facilities available in the institution:

Facilities for management of degradable waste:

1. The institution has a well-maintained drainage pattern to channelize both solid and liquid waste and ensure hygiene for one and all.
2. The institution has made provisions for installation of dustbins to collect solid waste and all the collected solid wastes are taken eventually to dumpsite for disposal.
3. To ensure proper management of the degradable waste, the institution has made provisions for a well-maintained pond.
4. The institution has also made provisions for hygienic toilet facilities as part of the management system.

Facilities for management of non-degradable waste:

1. The institution through a Committee identifies non-degradable waste produced in the campus and sells the non-degradable waste to eligible vendors for generation of income.
2. The institution has made provisions for maintaining the non-degradable waste like e-waste and dumps such waste in a room as part of management.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	http://kamargaoncollege.com/wp-content/uploads/2022/06/7.1.3.pdf
Any other relevant information	View File

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

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**

B. Any 3 of the above

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the

B. Any 3 of the above

**following 1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green
campus recognitions/awards 5. Beyond the
campus environmental promotional activities**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
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**

A. Any 4 or all 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	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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

The institution has made all efforts possible to build an

inclusive environment in the campus. Following is a brief account:

Cultural inclusivity:

The institution is in a place where different communities like the Ahoms, the Mising, Sonowal Kachari, Chutia, Tea tribe, etc. reside. Therefore, the institution seeks to promote harmony amongst students of various communities.

Regional inclusivity:

1. Promoted regional inclusivity at its best.
2. Enrolment of students from militancy prone district like Karbi Anglong and from remote and flood affected areas.

Linguistic inclusivity:

Since the institution is in a multicultural zone, therefore thrust has been given to maintain linguistic inclusivity among the stakeholders. Therefore, the institution facilitates the promotion of different languages and culture

Communal, Socio-Economic, and Other Diversities:

The institution has promoted communal and Socio-Economic diversities in the campus for the optimum of all the stakeholders. Among the efforts that the institution has made in this direction, here mention may be made of:

1. Caters to students of diverse communities, religions, and socio-economic backgrounds.
2. Celebration of various festivals of different communities like Saraswati Puja, Ali-Ai-Ligang, Bihu, Me-dam-Mafi, etc.
3. Provision of Student Aid Fund for financial assistance to the financially disadvantaged students.

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	View File

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

The institution has also made efforts to sensitize students and the employees regarding constitutional obligations. Following is a brief Account of such sensitisation initiatives:

Sensitization towards constitutional values, rights and Duties:

1. Formation of the student union is held through a free and fare election process. In that exercise, students are sensitised about their democratic rights and encourage them to select leaders with conscience.
2. Selected members of the student's union body have to take 'oath' subsequently as part of a miniature model of Indian Democracy.

Sensitization towards constitutional Duties and Responsibilities:

To sensitise students and employees about Constitutional Duties and responsibilities, the institution has made the following efforts:

1. The institution observes Republic Day.
2. The Institution observes Independence Day.
3. The Institution observes Voter's Day.
4. The Institution Observes Constitution Day.
5. Apart from these, the institution has installed poster, wall writing in different places of the campus about voting rights, individual dignity, national unity and harmony, etc.

Above all the institution has sensitised both the student and employees about constitutional values, rights, duties and responsibilities for a better tomorrow and empowered nation.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

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

A. All of the above

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

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

The institution celebrates different national and international commemorative days, events, and festivals in every academic year. Here is a brief account of the festivals, events, and days celebrated in the institution during the year 2021-22:

- 1. The institution celebrates Independence Day in every year.**
- 2. The institution celebrates Teachers' Day in every academic session by organizing various competitions like Wall Magazine competition among the departments, Debating, etc.**
- 3. The institution commemorates death anniversary of legendary**

singer and Bharat Ratna late Dr. Bhupen Hazarika every year on November 5.

4. The institution observes Human Rights Day in every academic session.
5. The institution celebrates Republic Day every year.
6. The institution celebrates Saraswati Puja each year and organizes various competitions among students.
7. The institution celebrates International Women's Day every year.
8. The institution observes International Day of Yoga in every academic year.
9. The institution also celebrates World Environment Day in and around the campus in every academic year.

Above all, the institution commemorates and observes almost all the significant days and events in every academic session for the profits of all the stakeholders.

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	View File

7.2 - Best Practices

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

TITLE OF THE PRACTICES:

1. Adopted village for community outreach
2. E-LEARNING and E-Activities

OBJECTIVES OF THE PRACTICES:

1. To establish contact with the local community.
2. To promote digital teaching-learning

PRINCIPLE OF THE PRACTICE:

To tackle every situation with structured vision and to cope with

the digital environment as time demands.

CONTEXT:

- Development in socio-economic, educational and cultural arena.
- To keep pace with the digital movement in teaching-learning and other spheres.

THE PRACTICE:

Community outreach undertaken by the NSS and the IQAC:

- During pandemic, an awareness campaign focusing health-hygiene was conducted along with distribution of soaps, sanitizers etc across households.
- a programme on various income generation avenues was conducted.

EVIDENCE OF SUCCESS

- Success of students is evident in their academic and employment performances especially in their progression to higher education and job absorption despite the pandemic and its challenges.
- Covid protocols were followed by the villagers at their best after the campaign.
- Enhancement of income was noticed among villagers, particularly women.

PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED

1. Problems of fund: Enhancement of fund is required to manage outreach programmes
2. Shortage of manpower: Expansion of manpower is quintessential
3. Poor network connectivity: Need updation of network facilities

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

Despite challenges of the pandemic, the institution made its best possible efforts to reach the students and assist them in continuing their academic activities through digital platforms. Necessary arrangements were made to aware students about digital platforms and their application for optimum benefit. Here is an account:

- WhatsApp: The institution has ensured effective use of WhatsApp for optimum benefits of the students. Since most of the households have smartphones these days, therefore students have found the platform comfortable to communicate and receive study materials. Moreover, online face to face classes were conducted in WhatsApp video calling mode.
- Google classroom: Students from every department were aided through the platform of google classroom.
- E-mail: Teaching-learning materials were provided to the students via E-mail.
- Google Meet and Zoom: Online classes and webinars (8 national, 2 international) were conducted through google meet and Zoom.
- E-Book sites: Z library, PDF drive.com, project Gutenberg, national digital library, library genesis, bookfi, etc. were made accessible to the students and teachers.
- YouTube: YouTube video links were provided to access necessary study materials for their convenient time and space.

Overall, the institution continued effective teaching process though its digital push and ensured smooth curriculum delivery despite unprecedented challenges.

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

For the session 2021-22, the IQAC plans for:

1. A motivational and Career Counselling Programme on Aim in Life

and Personality Development.

2. A training programme on Mushroom Cultivation with an aim to open a course and encourage interested students for income generation.

3. A Free Health Check-Up Camp either in the college premises or in an adjacent village for the profits of the local community.

4. Observation of Earth Day to aware students and all others regarding the increasing necessity to invest in the planet.

5. A Career Counselling Programme on the topic The New Age Careers in association with the Career Counselling & Guidance Cell.

6. A programme on Interview Skills to equip students with the basic knowledge in aspects of interview, group discussion, etc.

7. An Awareness programme on AIDS and Other Adolescent Issues for the profits of all the stakeholders.

8. Carrying out the Green and Environmental Audit through an agency.

9. Signing an MoU with nearby institutions for academic exchange.

10. Emphasizing upon quality publications and research activities among the faculty.

11. Putting further stress on promotion of sports activities and infrastructure.

12. Organising a Career Counselling Programme on Career Avenues in Film Production.