



## **YEARLY STATUS REPORT - 2023-2024**

### **Part A**

#### **Data of the Institution**

##### **1.Name of the Institution**

**KAMARGAON COLLEGE**

- Name of the Head of the institution **Dr. Gautom Kumar Saikia**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **9101174235**
- Mobile No: **8638029850**
- 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 **Affiliated**
- Type of Institution **Co-education**
- Location **Rural**
- Financial Status **UGC 2f and 12(B)**

- Name of the Affiliating University **Dibrugarh University**
- Name of the IQAC Coordinator **Mr. Anjan Saikia**
- Phone No. **9707662585**
- 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))**

<https://kamargaoncollege.com/wp-content/uploads/2024/05/AQAR-2022-23-SUBMITTED.pdf>

**4. Whether Academic Calendar prepared during the year?**

**Yes**

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

<https://dibru.ac.in/2023/12/14/academic-calendar-for-the-general-degree-colleges-institutes-affiliated-to-permitted-by-dibrugarh-university-for-the-period-from-1st-january-2024-to-31st-december-2024?p>

**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 3</b>	<b>B+</b>	<b>2.53</b>	<b>2019</b>	<b>01/04/2019</b>	<b>31/03/2024</b>

**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
<b>Govt. of Assam</b>	<b>Fee Waiving Scheme</b>	<b>Govt. of Assam</b>	<b>2023-24</b>	<b>1302359</b>
<b>ICSSR, NEW DELHI</b>	<b>SEMINAR/CONFERENCE</b>	<b>ICSSR</b>	<b>2023-24</b>	<b>500000</b>

**8. Whether composition of IQAC as per latest NAAC guidelines** **Yes**

- Upload latest notification of formation of IQAC [View File](#)

**9. No. of IQAC meetings held during the year** **39**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

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

- If yes, mention the amount **500000**

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

The IQAC has introduced locally relevant Add-on courses like Vermicompost, Bee Keeping, Weaving, Dragon Fruit Cultivation, etc. for additional promotion of skill among students and income-oriented career avenues.

For the benefits of the students, the IQAC has organised Career Counselling programmes and skill development programmes incorporating various career related aspects, unconventional careers and career avenues.

The IQAC has made consistent efforts to connect with local people and schools for extension and academic exchanges.

The IQAC has actively involved in promoting sports among the interested students besides encouraging best practices department wise.

The IQAC has regularly encouraged the faculties to improve research conditions as well as to go for UGC CARE, Peer Reviewed, and SCOPUS publication.

**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 organize a govt. agency sponsored International Conference	Organized an ICSSR, New Delhi sponsored International Conference on the Topic Changing Dynamics of Higher Education in South Asia and the 21st Century Transformative Goals: Contexts, Concerns and Prospects from 21/12/2023 to 22/12/2023
To organize a govt. agency sponsored National Seminar	Organized ICSSR Sponsored National Seminar on Climate Change and its Impacts in Northeast India: Understanding Recent Trends and Patterns; From 9/11/2023 to 10/11/2023.
To organize a one week Faculty Development Programme	Organised a week long Faculty Development Programme on the topic The Principles of Writing Quality Research papers in Humanities and Social Sciences on 30/10/2023 to 05/11/2023
To conduct an Orientation programme on NEP 2020 and implementation at undergraduate level.	Conducted orientation programme for Teaching, Non-Teaching staff and Students on the topic: "The Basics of Four-Year Undergraduate Programme Under Dibrugarh University" on August 5, 2023.
To organize a sensitization programme on AIDS.	Organized Awareness cum Sensitization Programme for Teaching, Non-Teaching staff and Students on the Topic: "HIV AIDS: Do's and Donot's" on August 29, 2023.
To organize a workshop on creative writing.	Organized State Level Daylong Workshop on Fiction Writing and its Language on September 9, 2023.

To organize motivational programmes on capacity building/professional skills.	Organized Motivational Programme in memory of Asish Borah on the topic Road Towards Highlighting Professional Skills and Capacity Building Among Youths on 12/09/2023.
To organize career counseling programmes on Hospitality Education.	Organized Career Counseling Programme on Hospitality Education on 14/09/2023
To organize awareness programmes on nutrition.	Organized Awareness Programme on nutrition : Nutrition India, Educated India and Empowered India on 19/09/2023
To organize awareness programme on Mental Health	Organized Social Awareness Programme on Mental Health on 22/09/2023.
To organize Parents meet.	Organized Parents Meet of All department students on 10/10/2023
To organize a food mela to give exposure to the students	Organized a Food Mela Cum Entrepreneurship Development Programme among students of Different Departments on 16/10/2023
To organize Free Eye Checking Camp in the locality	Organized Free Eye Checking Camp For People of the entire Kamargaon Locality 26/11/2023
To organize a road Safety Programme	Organized a Road Safety Awareness programme on Road Safety: Do's and Donot's on 17/02/2024.
To Organize a weeklong programme on Soft Skill Development	Organized 7 Day Workshop on Soft Skill Development on 28/02/2024 to 06/03/2024
To Organize Skill Awareness Programme	Organized Skill awareness programme Skill Yatra among Students on 01/03/2024
To create linkages with industry sector.	Organized programme on Exposure and Awareness regarding Job

	Prospects in Assam and Technological Advancements particularly Semi-Conductor Semiconductor Industry and India's Future on 13/3/2024
To organize Orientation Programme on Campus Recruitment	Organized Orientation Programme on Campus Recruitment in the field Airlines Customer Service Executive on 23/03/2024 & 26/03/2024
To introduce NCC.	The college is applying to the concerned authority to introduce NCC in the College
To make a herbal garden in the campus.	Created a Herbal Garden in the College Campus
To organize Training Programme on Vermi Compost and Mushroom Development	Organised Training Programme on Vermi Compost and Mushroom Development on 09/04/2024
To Organize Training Programme for Teaching and Non-Teaching Staff on New NAAC System and NEP.	Organized Training Programme for Teaching and Non-Teaching Staff on New NAAC System and NEP on 202018/05/2024
To organize awareness programme on effects of Tobacco consumption	Organized Awareness programme on effects of Tobacco consumption on World No-Tobacco Day, 31/05/2024.
To Observe World Environment Day	Celebrated World Environment Day on 05/06/2024
To organize general Health Camp in the Locality	Organized Free Health Camp at Goroimari High School on 06/06/2024.
To organize Awareness programme on Girl Child and Physical Health	Organised Awareness cum Sensitization Programme on the Topics: Girl Child and Physical Changes during Adolescence & Sexual Harassment and Legal provisions on 11-6-2024
To organize awareness cum Sensitization Programme on	Organized Awareness cum Sensitization Programme on the

Menstrual Hygiene for Girl Students	Topics: Menstrual Hygiene for Girl Students on 15-06-2024
To Celebrate Rabha Divas	Celebrated Rabha Divas and organized Rabha Nritya and Rabha Dance Competition on 20-06-2024.
To Observe International Yoga Day	Observed International Day of Yoga and conducted Yogic practices on 21-6-2024.
To create a vermicompost unit in the campus.	Created a vermicompost unit in the College Campus
To introduce new add-on courses.	Introduced four new add-on Courses during the session
To Sign MoU with Different Educational and Industrial organisations	Signed three MoU with Educational Institutions and two MoUs with Industries.

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body(GB) AND President of Governing Body	28/06/2024

**14. Whether institutional data submitted to AISHE**

## Part A

### Data of the Institution

<b>1.Name of the Institution</b>	<b>KAMARGAON COLLEGE</b>
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• Designation	<b>Principal</b>
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• State/UT	<b>Assam</b>
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• Type of Institution	<b>Co-education</b>
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• Alternate e-mail address	anjanpapu01@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://kamargaoncollege.com/wp-content/uploads/2024/05/AQAR-2022-23-SUBMITTED.pdf">https://kamargaoncollege.com/wp-content/uploads/2024/05/AQAR-2022-23-SUBMITTED.pdf</a>				
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<b>13.Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
Governing Body(GB) AND President of Governing Body	28/06/2024
<b>14.Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2022-2023	17/03/2024
<b>15.Multidisciplinary / interdisciplinary</b>	
<p>Kamargaon College is affiliated to Dibrugarh University and the institution offers higher education in the ARTS stream. The institution is presently running the CBCS curriculum being offered by the affiliating university which especially puts thrust on interdisciplinary and multidisciplinary approaches for the convenience of the students. Keeping in view the growing importance of interdisciplinary/multidisciplinary approaches, the university has introduced several courses i.e. Generic Elective (GE), Discipline Specific Elective (DSE), to name a few here, and in every semester, students have to undergo these</p>	

interdisciplinary and multidisciplinary courses for the enhancement of knowledge. Moreover, Ability Enhancement Courses (AEC) covering subjects like Environment, communicative English, Creative Writing, to mention a few, have also been imparted to the students. Besides these, better co-ordination among the departments as well as inter-institutional collaborations have been undertaken as a part of the greater objective of interdisciplinary education. Inter-institutional exchange of faculty members and resources through MoUs have also been done.

#### **16.Academic bank of credits (ABC):**

Since the college is affiliated to Dibrugarh University, therefore the institution adheres to the rules and regulations laid down by the university. The college has started curriculum as per NEP 2020 from the year 2022 in line with the affiliating university and adopted the mechanism prescribed by the university. The affiliating university has its mechanism of Academic Bank of Credits (ABC) and it has been prescribed to the colleges. Till date, the university has centrally monitored the ABCs for the affiliating colleges, and therefore, the college has encouraged the enrolled students to register in the university provided portal and gain the benefits from the ABCs.

#### **17.Skill development:**

Several programmes have been undertaken continuously for promotion and enhancement of skills among the students, teachers, and the local people as well. In this direction, the college especially through the IQAC and Career Counselling & Guidance Cell organized numerous activities ranging from soft skills to entrepreneurial development for equipping students with the emerging technologies and career avenues. The college is also running 10 Certificate courses (8 of them approved by Dibrugarh University) viz. Spoken English, Entrepreneurship Development, Travel and Tourism, Performing Arts, Computer Application, Beautician Course, Yoga, etc. Various training programmes especially related to Agri sector have also been conducted both for the local people and students. These training programmes include Mushroom Cultivation, ICT training, etc. In addition, teachers have been given scopes on regular basis to attend courses conducted by HRDCs, universities and other institutions. Thus, the college has made constant efforts to impart skills among the students, teachers and the stakeholders throughout the academic year by collaborating with various agencies and government departments.



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

The curriculum prescribed for the UG programme by the affiliating institution has incorporated and integrated traditional Indian knowledge at various levels and courses. The course contents have covered a wide range of traditional Indian knowledge and culture and here mention may be made of Indian Classical Literature in English honours, Yoga in Education Honours and non-Honours, Indian Political Thought in Political Science, Indian Sociological Traditions in Sociology, Indian Freedom Struggle in History, Indian Philosophy in Philosophy, to name a few. Moreover, in the certificate courses local languages and traditions have also been incorporated and certificate courses like Mishing language and Recitation in Assam may be mentioned specifically in this context. Besides, the college has subscribed the e-resources like INFLIBNET, and other ICT based facilities apart from equipping laboratories with technological tools.

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

The college has constantly focused on outcome-based education keeping in mind the competitiveness in job market and readying the students to become responsible future citizens. Different vocational courses have been introduced and conducted in each academic session for the profits of the students and their self-employment. To create the desired awareness and achieve the intended goals, various workshops, daylong programmes, hands on training, seminar, webinar, field survey, etc. have also been organized. It is worth mentioning here that the intended outcome and goals of the courses have been informed to the students through various means including awareness programmes. In short, emphasis has been accorded continuously to equip students with practical knowledge and experiential learning.

### **20.Distance education/online education:**

The college runs distance education centres under KKHSOU and Dibrugarh University which offer UG & PG courses in different subjects. Students of adjacent areas and various backgrounds have been substantially benefitted from the distance learning centres. In addition, the college has put special emphasis on hybrid mode of education. It is worth mentioning here that during the COVID 19 pandemic, the college imparted education fully on online mode and also conducted examinations online. In the post pandemic period, the college has continued this practice of online education whenever and wherever necessary and profitable for the students.



In the near future, students will be increasingly connected to online learning platforms like MOOCS, SWAYAM, etc. for their optimum development.

## Extended Profile

### 1.Programme

1.1 161

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

File Description	Documents
Data Template	<a href="#">View File</a>

### 2.Student

2.1 560

Number of students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.2 277

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

File Description	Documents
Data Template	<a href="#">View File</a>

2.3 91

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

### 3.Academic

3.1 24

Number of full time teachers during the year

File Description	Documents
Data Template	<a href="#">View File</a>

3.2	32
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

<b>4.Institution</b>	
4.1	26
Total number of Classrooms and Seminar halls	
4.2	7278870.37
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	72
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. Deliver the prescribed curricula of the affiliating university as per academic calendar.

2. Follow teaching plan and schedule for timely and effective curriculum delivery.

3. Faculty and student exchange programme under MoU s are done with various institutions.

4. ICT enabled classes are done regularly.

5. Students are given opportunities to use Language lab, digital classroom, computer laboratory, and e-learning sources including NLIST.

6. Class routine is prepared in every semester and classes are allotted accordingly for timely completion of syllabus and revision.

7. Feedback is taken from students, teachers, alumni, etc. and actions are taken subsequently. 8. Conducts orientation programme for students.

9. Tutorial and remedial classes are conducted.

10. Regular monitoring of the efficacy of curriculum delivery is done through conduct of sessional examination.

11. Students regularly engage in Yoga practices and sports activities

12. Mentoring of students is done.

13. Special talks and workshops are organized.

14. Question Bank containing old question papers are provided in the library and departments. 15. Questions from previous year papers are discussed and solved in the departments.

16. Course progression is recorded departmentally.

17. Periodical meetings of HoDs are held with the principal to review and discuss curriculum delivery.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://kamargaoncollege.com/aqar-ssr/">https://kamargaoncollege.com/aqar-ssr/</a>

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 of the affiliating university in each academic session. Here is given a brief account:

1. Classes are commenced as per the academic calendar.

2. Orientation programme for BA 1st semester students every year.
3. Seminar presentation, group discussion, field study, and home assignments are conducted following the academic calendar.
4. Sessional examination is conducted as per the timeframe given in academic calendar so that students progress can be monitored.
5. Certain departments assign activities like movie review, writing of reflective journal etc. for internal assessment of the students.
6. Students' performance is evaluated constantly for improvement in learning levels, result and overall achievement.
7. Feedback is taken from the students, teachers, guardians, and other stakeholders for making the teaching-learning effective.
8. Project work is assigned to the students.
9. Student attendance is recorded and displayed periodically in the departmental notice board.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://kamargaoncollege.com/aqar-ssr/">https://kamargaoncollege.com/aqar-ssr/</a>

**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	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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

08

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 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)

5

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

315

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

315

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

1.The intuition 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.

2. Issues related to human values, gender and environment and sustainability have been incorporated in the syllabi of the courses offered. Some of the honours subjects even offer specific papers on environment and ecology, feminism, and human values.

3. Efforts have been made for ensuring gender parity by organizing co-curricular activities. For instance, the institution observes International Women's Day every year to sensitize women on various issues.

4. 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.

5. Additionally, the NSS and the IQAC organises programmes like world Environment Day, Earth Day, etc. and conduct workshops especially the adopted village.

6. There are Add-on/Certificate courses that address cross-cutting issues.

7. Students are given scopes to participate in different intradepartmental, inter-college, sports, and cultural competitions to impart knowledge on the importance of team spirit

and group activity.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

### 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	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

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

67

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 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	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	<a href="#">View File</a>

**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**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://kamargaoncollege.com/wp-content/uploads/2024/06/Feedback-Report-MRIDULA-PREPARED-2023-24.pdf">https://kamargaoncollege.com/wp-content/uploads/2024/06/Feedback-Report-MRIDULA-PREPARED-2023-24.pdf</a>

## 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**

**565**

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>



**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**

**493**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## **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

**Various means are adopted for assessing the learning levels of the students:**

- Sessional examination
- Class test and quiz competition
- Home assignments
- Seminar and group discussion
- Mentoring sessions
- Career counselling programmes
- Field survey and experiential learning
- Remedial class
- Hybrid mode of teaching
- Inter-departmental and Inter-college debating and speech competitions
- Project work and movie review
- Annual college week literary competitions like extempore speech, recitation, etc.
- Film screening
- Use of WhatsApp group for student-teacher interactions specific

**Special programmes for Advanced Learners:**

1. Students are provided advanced reading materials and reference books.
2. Encouraged to undergo field study, experiential learning and research activities.
3. Encouraged to engage in group activities for teamwork.

4. Special thrust is given to their communication, personality development and presentation skill.
5. Advised and assisted to prepare for examinations like NET, SLET, TET, APSC, PET, etc.
6. Motivated and encouraged to achieve university ranks and awarded after good result for inspiration.

#### Special measures for Slow learners:

1. Given personal and academic counselling and their parents are informed.
2. Departments provide tutorial and remedial classes.
3. Difficult subjects are revised; questions are discussed in an exam-oriented approach and resources are provided.
4. Provided additional scopes to engage in co-curricular activities.

File Description	Documents
Link for additional Information	<a href="https://kamargaoncollege.com/aqar-ssr/">https://kamargaoncollege.com/aqar-ssr/</a>
Upload any additional information	<a href="#">View File</a>

#### 2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
560	24

File Description	Documents
Any additional information	<a href="#">View File</a>

### 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.
2. Students organize and anchor the programmes organized by the

departments.

3. Inter-departmental Wall Magazine Competition among the students.

4. Undertaking Field study and projects.

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.

7. Skill based Add-on Certificate Courses like Entrepreneurship Development and Tourism and Tourist Guidance.

8. Editing, writing and designing college magazine and departmental magazine.

9. Extension activities with local community

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 programme, Co[1]curricular and extension activities.

4. Participate in career counselling programmes on various career avenues and options.

Problem Solving Methodologies:

1. Personal counselling is also done.

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 analyse their performance and solve their problems personally.

5. Parents are invited and discussed academic progression and other aspects of their children.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://kamargaoncollege.com/agar-ssr/">https://kamargaoncollege.com/agar-ssr/</a>

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:

1. The teachers use Desktop, Laptop, Projector, and pen drive for power point presentation in Classroom content delivery.
2. The teachers use digital platform such as YouTube, WhatsApp, etc. for showing Videos connected to curriculum and sending study materials.
3. Availability of Smart Classrooms and the teachers use these facilities for efficacious learning delivery.
4. The teachers use Computer Laboratory and language Laboratory.
5. The Teachers also use E-mail, WhatsApp groups, 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 NLIST (Inflibnet) and E-Books to enhance quality in the teaching learning process.
7. The teachers use such E-Book sites as Project Gutenberg, PDF Drive etc. to enhance knowledge of their respective fields and apply that classroom content delivery.
8. Teachers use NLIST provided E-resources and distribute among students.
9. Teachers attend training programmes, workshops, seminars and conferences connected to ICT use and application.

## 10. Use of Google form, google meet, Webex for online class and other activities.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="https://kamargaoncollege.com/agar-ssr/">https://kamargaoncollege.com/agar-ssr/</a>

### 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.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

### 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)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

#### 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

8

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

### 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

353

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 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 forwarding 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 counselling, remedial class, etc. are undertaken after evaluation of their performance internal assessment exam.

After all, the institution maintains a robust and transparent internal evaluation system.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://kamargaoncollege.com/agar-ssr/">https://kamargaoncollege.com/agar-ssr/</a>

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 1:30.

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.

7. Answer scripts are shown to students and discussed accordingly.

8. Schedule of sessional examination, group discussion and seminar presentation is given in academic calendar.

9. Grievances of students connected to internal assessment such as correction of marks are solved quickly.

10. Conduct Special Examination for students who engage in NSS, Sports, and cultural activities.

11. Guardians are especially contacted if students perform poorly.

12. Counselling is provided departmentally whenever needed.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://kamargaoncollege.com/agar-ssr/">https://kamargaoncollege.com/agar-ssr/</a>

## 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:

1. Produce Prospectus in every academic year and all the details regarding programmes and courses are outlined in prospectus.

2. Before commencement of classes, students are imparted counselling 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 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 counselled by the teachers to benefit themselves for pursuing higher education through continuous enhancement of knowledge and communication skills.

6. Various programmes under the Career Counselling and Guidance Cell and the IQAC are organized.

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.

9. Engaged students in extension activities through NSS, IQAC and cells/committees.

10. Add-on Courses have been introduced for imparting skill. Benefits of the courses are explained to students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://kamargaoncollege.com/aqar-ssr/">https://kamargaoncollege.com/aqar-ssr/</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

1. In every academic year, review of semester end examination conducted by affiliating university is done thoroughly. Discussion and follow-up actions are done to further improve performance of students.

2. The departments evaluate the performance of students and undertake measures like counselling.

3. The departments continuously evaluate communicative skills of students and emphasize its acquiring through hard work for a skilled future.
4. Evaluate the employability of the passing out students and keeps records of the students employed in various professional areas and jobs.
5. Evaluate 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.
7. Sessional examinations are conducted twice per semester.
8. Project work is done.
9. Remedial class and mentoring are done.
10. Laboratory is used to assess problem solving skills and practical knowledge.
11. Feedback is taken from students, teachers and alumni regarding curriculum and its classroom delivery.

After all, the institution evaluates the attainment of programme outcomes and course outcomes in every academic session.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://kamargaoncollege.com/aqar-ssr/">https://kamargaoncollege.com/aqar-ssr/</a>

### 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

91

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://kamargaoncollege.com/wp-content/uploads/2024/06/ANNUAL-REPORT-2023.pdf">https://kamargaoncollege.com/wp-content/uploads/2024/06/ANNUAL-REPORT-2023.pdf</a>

## 2.7 - Student Satisfaction Survey

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

<https://kamargaoncollege.com/wp-content/uploads/2024/06/2023-24-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	<a href="#">View File</a>
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**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)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	<a href="#">View File</a>
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

14

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 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

14

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 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**

21

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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 carried out extension activities in the neighborhood communities. Here is give a glimpse.

1. Awareness cum Sensitization Programme on HIV AIDS: Do's and Donot's

Date: 29.08.2023

1. Daylong workshop on Hospitality Education

Date: 14.09.2023

1. Daylong Workshop on Nutrition India, Educated India and Empowered India

Date: 19.09.2023

1. Social Awareness programme on Mental Health

Date: 20.09.2023

1. Food Mela Cum Entrepreneurship Development Programme

Date: 16.10.2023

1. Free Eye Checking Camp

Date: 26.11.2023

1. Awareness programme on Road Safety: Do's and Donot's

Date: 17.02.2024

1. Workshop on Soft Skill Development

Date: 28.02.2024 to 06.03.2024

1. Workshop on Skill Development under Skill Yatra Mission

Date: 01.03.2024

1. Workshop on Campus Recruitment in the field of Airlines  
Customer Service Executive

Date: 27.03.2024

1. Workshop on Vermi Compost and Mushroom Development

Date: 09.04.2024

1. World No-Tobacco Day Celebration

Date: 31.05.2024

1. Celebration of World Environment Day

Date: 05.06.2024

1. Free Health Camp at Goroimari High School

Date: 06.06.2024

1. Awareness cum Sensitization Programme on Girl Child and  
Physical Changes during Adolescence & Sexual Harassment and  
Legal Provisions

Date: 11.06.2024

1. Awareness cum Sensitization Programme on Menstrual Hygiene  
for girl students.

Date: 15.06.2024

1. International Day of Yoga with VKNRL Hospital

Date: June 21, 2024

File Description	Documents
Paste link for additional information	<a href="https://kamargaoncollege.com/wp-content/uploads/2024/06/WORKSHOPS-SEMINAR-CONFERENCE-PDF.pdf">https://kamargaoncollege.com/wp-content/uploads/2024/06/WORKSHOPS-SEMINAR-CONFERENCE-PDF.pdf</a>
Upload any additional information	<a href="#">View File</a>

### 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	<a href="#">View File</a>
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

### 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

21

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

### 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

2546

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 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

13

File Description	Documents
e-copies of linkage related Document	<a href="#">View File</a>
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 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



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

## 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.

1. The institution has 26 classrooms, 3 laboratories and 3 conference halls which are spacious and well equipped with projector, screens, and white board along with the usual teaching-learning aids.

2. All departments have their computers to carry out academic and examination related works. 3. The department of Education has a psychological practical laboratory.

3. Made provisions of separate rooms and spaces for various cells and committees including IQAC, NSS, Women Cell etc. for scholastic, co-scholastic and filed activities.

4. The institution has a practice room for Yoga to nurture practices for healthy body, mind and soul of the students and also of the teaching and non-teaching staff of the college.

5. All the conference rooms are adequately furnished and equipped necessary tools like sound system, podium, projector, screen, white board etc.

6. The institution has 75 numbers of computers.

7. Has a language laboratory where the students are imparted various training and practice in communication skills including Spoken English.

8. Has a computerised library proving easy access to books, journals, e-resources under NLIST and NDLI, spacious reading rooms, reference sections, journal and magazine back volumes, xerox and printing facility, drinking water, etc.

9. Has a Physl. Experimentlaboratory.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://kamargaoncollege.com/">https://kamargaoncollege.com/</a>

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 one of which accommodate approximately 800 spectators.
2. Availability of practice halls.
3. Maintains a store of modern and traditional cultural instruments such as Harmonium, Tabla, Dhol, guitar, cymbal, etc.
4. Has an adequate sound system.

#### Facilities for Sports and games (indoor and outdoor):

1. 1 nos. of Basketball ball court.
2. 1 nos. of Badminton court.
3. space for Volleyball courts.
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, Kabaddi, football, volleyball for both boys and girls. Also impart training of Kho-Kho, Volleyball, Football etc through instructor.
6. Provides sports equipment for football, cricket, Chess, Carom board, Table Tennis, Volleyball, shot put, Javelin, Discus Throw,

skipping etc.

7. Availability of a well-equipped gymnasium facility with instructor.

8. Appointed instructors to guide students in sports activities including volleyball, football, etc.

9. made provisions for boys and girls to facilitate Indore games like Chess, Carom etc.

Facilities for Yoga Centre:

1. A well-equipped Yoga centre.

2.Appointed an instructor to guide the students.

3. Certificate course in Yoga.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://kamargaoncollege.com/">https://kamargaoncollege.com/</a>

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

26

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

26

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://kamargaoncollege.com/">https://kamargaoncollege.com/</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

**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)

4487345.2

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

1. Has a central library and 8 departmental libraries.

2. Fully computerised library

3. Regularly subscribed the INFLIBNET designed the state-of-the art library automation software known as SOUL 2.0. The software contains 6 modules which are respectively Acquisition module, Cataloguing Module, Circulation Module, Serials Module, Online Public Access Catalogue Module, Administrative Module.

4. NDLI registered

5. The library committee monitors the Library Management System and looks after facilitation of books, materials etc.

6. The library conducts membership registration and return/issue of books in automation mode.

7. The library provides xerox and printing facility at an affordable price.

8. Subscribed reputed journals and newspapers like Economic and Political weekly, Competition Success Review/Refresher, India Today, Pratiyogita Darpan, South Asian Journal of Socio-Political Studies, University News, Times of India, The Assam Tribune, etc.

9. Preserved subscribed journals, national and regional newspapers, and other such items in year wise binding volumes.

10. Made provisions of spacious reading rooms for students and faculties

11. The library awards the best reader in each academic year besides organizing competitions viz. essay competition, creative writing, etc.-- among students.

12. Covered under CCTV surveillance.

13. Availability of Barcode Technology.

14. Question bank facility

15. Has a museum.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://kamargaoncollege.com/">https://kamargaoncollege.com/</a>

**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**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

**1.77886**

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

#### 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

130

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

#### 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

1. Has increased the number of internet connectivity provided by BSNL,JIO and AIRTEL and the ICT tools like computer, projector, laptop, etc.

2. Has a computer laboratory where computers have been increased year wise.

3. Every department has been provided with desktop and laptop to carry out the departmental activities.

4. Online platforms like WhatsApp, Google Classroom, Goggle Meet and Zoom are used for online teaching whenever and wherever necessary.

5. Classrooms are equipped with projectors, computers and other digital classroom aid facilities.

6. Organized workshops and practice sessions for technological knowhow.

7. Study materials are provided in WhatsApp groups.
8. Admission, library and financial works have been done using IT facilities.
9. College website is used for dissemination of information.
10. Academic and administrative works have been done using email and WhatsApp for making things paperless.
11. Has a language laboratory to equip students with knowledge of language.
12. Procure anti-virus packages and update periodically.
13. Installation of CCTV cameras
14. Online admission, examination form fill-up and Affiliated university registration
15. Procurement of printers, Scanner and xerox facilities
16. Procurement of Biometric attendance machine Thus, the institution has given thrust in updation of the IT facilities at regular intervals.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://kamargaoncollege.com/">https://kamargaoncollege.com/</a>

#### 4.3.2 - Number of Computers

72

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Student – computer ratio	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution      A. ? 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 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)

567051.41

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts.	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

The college has a well-equipped gym maintained by Pankaj Barua & Robin Hazarika. The gym activities are done by the students under the guidance of the instructor.

**Games & Sports:** For Games & Sports there is 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 computerised 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 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 in the morning.

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

The college has a Purchasing Committee which make decisions on purchasing of things. Other Cells and committees like Academic Committee, Library Committee, IQAC, Canteen Committee, Hostel Committee, Examinations Committee, Admission Committee, to mention a few, play active roles in maintaining and utilizing physical, academic, and other facilities.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://kamargaoncollege.com/">https://kamargaoncollege.com/</a>

## 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**

459

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

**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	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**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	<a href="https://kamargaoncollege.com/">https://kamargaoncollege.com/</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

922

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

922

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**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	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## **5.2 - Student Progression**

### **5.2.1 - Number of placement of outgoing students during the year**

#### **5.2.1.1 - Number of outgoing students placed during the year**

**6**

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### **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**

**69**

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

### 5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

#### 5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

6

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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.

10

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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

The institution has facilitated students' representation and engagement in various administrative, co-curricular and extra-curricular activities. Here is a brief account:

1. There is an elected active student council namely Kamargaon College student union.
2. Students' union organise annual sport activities, freshers' social, farewell, Teachers' Day, street plays, student exchange, street plays as well as celebrate national/internationally important days as per guidelines of college authority.
3. The members of students Union have been given representation in IQAC and other academic and administrative bodies including alumni association, Grievance Redressal Cell, Anti-Ragging Committee, Anti-sexual harassment Cell, etc. One/two representatives of student council has been co-opted in IQAC so that they can participate in the decision-making process.
4. The members of student council involve at decision making and execution level in the programmes of IQAC.
5. The student union has actively co-operated and also participated in all student centric activities initiated by IQAC such as career counselling and guidance and other training programmes, workshops, seminars etc.
6. The student union has also taken part in NSS programmes, extension activities, flood relief activities.

File Description	Documents
Paste link for additional information	<a href="https://kamargaoncollege.com/aqar-ssr/">https://kamargaoncollege.com/aqar-ssr/</a>
Upload any additional information	<a href="#">View File</a>

**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**

108

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

## 5.4 - Alumni Engagement

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

The college has an alumni association named Kamargaon College Alumni Association. The association contributes significantly to the academic and other developments through their services. Here is a brief outline of the serves:

1. The Alumni Association actively collaborates with the institution in all programmes.
2. There is an alumni office in the college premise where the alumni discuss their future course of action for every event of the college. The meeting of the association is held regularly.
3. The association awards the best graduate and the topper of the Higher Secondary (HS) section of the college in every academic year.

File Description	Documents
Paste link for additional information	<a href="https://kamargaoncollege.com/wp-content/uploads/2024/05/ALUMNI-CONTRIBUTION-FOR-WEBSITE-UPLOADING.pdf">https://kamargaoncollege.com/wp-content/uploads/2024/05/ALUMNI-CONTRIBUTION-FOR-WEBSITE-UPLOADING.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## 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

1. The vision of the institution is to bring an overall improvement of the college through effective and transparent governance.
2. A participatory and democratic mode of governance has been put in place. The Governing Body (GB) functions as the apex body.
3. The principal, the faculties, non-teaching staff, IQAC, various cells and committees and student union together play vital role in framing policies, decision making and execution.
4. Female faculty members and guardian representatives are given special opportunities to become part of the decision-making process through adequate representation in GB, Cells and committees.
5. Two representatives of teaching staff are co-opted to GB.
6. The IQAC is comprised of the faculty members of the college and participated in all academic enhancement and NAAC related activities.
7. Periodic assessment of learning levels of students are done through sessional examinations, group discussions, seminar presentation, experiential learning, etc.
8. Co-curricular activities including extension and sports have been given thrust.
9. Career Counselling programmes are conducted regularly to keep students abreast with competitive job scenario.
10. A democratically elected Student Council is formed to appraise students about rights, values, and importance of franchising.

File Description	Documents
Paste link for additional information	<a href="https://kamargaoncollege.com/agar-ssr/">https://kamargaoncollege.com/agar-ssr/</a>
Upload any additional information	<a href="#">View File</a>

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 a Building and purchasing committee for construction and purchasing activities.
4. Constituted different Committees and Bodies including Examination Committee, Canteen Committee, Career Counselling and Guidance cell, Research committee, Grievance and Redressal Cell, Library Committee, etc.
5. In GB, 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 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 Redressal Cell, etc.
3. The alumni association is actively involved 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.

6. Regular meeting with teaching, non-teaching and respective committees are conducted.

7. Decisions made in GB are shared with the teaching, non-teaching and student council representative.

File Description	Documents
Paste link for additional information	<a href="https://kamargaoncollege.com/agar-ssr/">https://kamargaoncollege.com/agar-ssr/</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Following is the perspective plan of the institution:

### Curricular Aspect

1. To ensure effective delivery of the curriculum.
2. Feedback from students, teachers, parents, alumni, and non-teaching staff.

### Teaching Learning and Evaluation

1. Continue imparting quality teaching and Using ICT tools.
2. Regular academic audit
3. Introduce innovative processes in teaching-learning.

### Research Consultancy and Extension

1. Emphasises publication in UGC CARE listed/SCOPUS indexed journals and participation in RC, OC, FDP, etc.
2. Encouraging field trips for experiential learning.
3. Formation of Cells/bodies like NSS, IQAC, Eco Club, Women Cell

etc

#### Infrastructure and Learning Resources

1. Promoting sports infrastructure.
2. Automation of library facilities and digitization.
3. Continue providing N-List and digital library services.

#### Student Support and Progression

1. Promoting skills and 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. The Governing Body (GB) works as the apex body.
2. Continue discharging their respective duties and responsibilities

#### Institutional Values and Best Practices

1. Continue using solar energy.
2. green and clean campus
3. Continue doing the best practices.
4. Services to local community.
5. Conservation of water and energy
6. Sports as a thrust area

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://kamargaoncollege.com/agar-ssr/">https://kamargaoncollege.com/agar-ssr/</a>
Upload any additional information	<a href="#">View File</a>

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 institutional bodies function effectively and efficiently. Here is given a brief account:

1. Has well defined policies and procedures of administrative set up. For academic programmes and other matters including administrative, it follows the guidelines of Dibrugarh university, DHE, Assam, UGC, RUSA, NAAC, AHSEC, etc.

2. Governing Body (GB) functions as the administrative and decision-making body while the Principal acts as the Drawing and Disbursing authority. Numerous other cells and committees like IQAC, Women Cell, NSS, Admission, Canteen Committee, Grievance redressal Cell, Anti-Sexual Harassment Cell, Hostel Committee etc work in tandem with each other.

3. Other bodies like Students' Union, Alumni Association and Teachers' Unit also play vital roles in administrative and academic functioning.

#### Appointment and Service Rules

1. The appointments of the college are done as per guidelines of the DHE, Assam.

2. The promotion of the teaching and non-teaching staff is done as per guidelines of the DHE, Assam and UGC (wherever applicable).

3. The services of the employees as per Provincialization of College Employees Act 2005 and College Service Conduct Rules.

File Description	Documents
Paste link for additional information	<a href="https://kamargaoncollege.com/agar-ssr/">https://kamargaoncollege.com/agar-ssr/</a>
Link to Organogram of the Institution webpage	<a href="https://kamargaoncollege.com/wp-content/uploads/2024/04/ORGANOGRAM-COLLEGE-PDF.pdf">https://kamargaoncollege.com/wp-content/uploads/2024/04/ORGANOGRAM-COLLEGE-PDF.pdf</a>
Upload any additional information	<a href="#">View File</a>

### 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	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

## 6.3 - Faculty Empowerment Strategies

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

1. Availability of a Mutual Benefit Fund (MBF) for providing financial assistance to its members whenever required.

2. The earnings of the fund are distributed annually among the members of MBF.

3. Lottery Games are conducted among the teaching and non-teaching to boost the spirit of the KGC fraternity. Various prizes including books, trophy etc. are given to the winners.

4. Employees Aid Fund for assistance on special occasion like ailment.

5. Incremental and other financial incentives are given to contractual employees.

6. Maternity leave and Earned leave are awarded to employees as per the rule of the govt. of Assam.

7. Has a canteen with hygienic atmosphere and provide food at subsidized rate.

8. Clean drinking water at multiple places in the campus.

9. Car parking facility for teaching and non-teaching staff.

10. Has a Day Care centre

11. Members of teaching and non-teaching staff are felicitated whenever there is any special achievement including PhD.

12. Health camp is conducted for teaching and non-teaching staff.

13. Provision of Special Leave of 15 days in case of death of parents.

14. Sophisticated gymnasium facility for sound physique.

Thus the institution has adopted various welfare measures for the teaching and non-teaching staff.

File Description	Documents
Paste link for additional information	<a href="https://kamargaoncollege.com/aqar-ssr/">https://kamargaoncollege.com/aqar-ssr/</a>
Upload any additional information	<a href="#">View File</a>

**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**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### **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**

12

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

### **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**

38

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

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

#### Teaching:

1. Distribution of Performance Appraisal Proforma among teachers to track academic development, activities, and participation in professional courses.

2. The IQAC makes assessment of the progress made by the teachers in the respective year. Appropriate measures whenever required are taken accordingly.

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. Ensure proper maintenance of college resources and data, clean and green practices, and delivery of duty.

File Description	Documents
Paste link for additional information	<a href="https://kamargaoncollege.com/aqar-ssr/">https://kamargaoncollege.com/aqar-ssr/</a>
Upload any additional information	<a href="#">View File</a>

## 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 maintains a transparent financial management system. As part of the transparent system, the college has carried out both internal and external financial audit in the year for both government and non-government funds. 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. For external audit, the government deputed an auditor. In case of audit objection, the government makes queries, and the college answers them.

File Description	Documents
Paste link for additional information	<a href="https://kamargaoncollege.com/aqar-ssr/">https://kamargaoncollege.com/aqar-ssr/</a>
Upload any additional information	<a href="#">View File</a>

### 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)

3.95

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

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

1. 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.

2. While utilizing these funds, the authority takes all the stakeholders into confidence and adopts all the decisions through consultations and deliberations.

3. Adopted the method of Fixed Deposit. With due permission of the GB, the principal makes necessary arrangement for fixed depositing.

4. 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.

5. Earned from Mushroom cultivation done in the campus.

6. Earning from selling e-wastes, plastic wastes, and renovation waste.

7. The college also runs its self-financing course:

- Beautician
- Computer Application
- Entrepreneurship Development
- Yoga

- Spoken English
- DTP in Assamese
- Computer Application
- Recitation
- Performing Arts

8. Financial assistance from Mising Autonomous Council (MAC), and MPs including Local MLA and philanthropists.

9. Financial assistance from industries like Numaligarh Refinery Limited (NRL), Punjab Engineering Limited, etc.

10. Funds received from ICSSR, New Delhi amounting Rs. 4.5 lakhs for academic activities.

11. Earning accrued from Xeroxing in Library.

File Description	Documents
Paste link for additional information	<a href="https://kamargaoncollege.com/aqar-ssr/">https://kamargaoncollege.com/aqar-ssr/</a>
Upload any additional information	<a href="#">View File</a>

## 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

1. The IQAC has been formed as per guideline of NAAC.

2. Formulated strategies for quality enhancement in consultation with teaching and non-teaching staff.

3. Monitors various committees/cells and co-ordinates in their activities.

4. Ensures participation of the stakeholders in the strategized activities.

5. Has introduced best practices.

6. Has implemented Academic Audit practices.

7. Inked MoUs with other institutions for academic and non-academic exchange.

8. Has organized Career Counselling, awareness, and Extension Programmes.

9. Sit with HoDs, academic observer and convenors of cells and various committees to ensure quality delivery of curriculum.

10. Conduct training programmes for teaching and non-teaching staff to keep them abreast with NAAC guidelines and latest developments.

11. Has co-ordinated with Career Counselling and Guidance Cell, National Service Scheme, Eco club, etc. in carrying extension activities.

12. Has given thrust on introducing and using ICT tools to make the teaching learning process interesting and student friendly.

13. Has put emphasis in publishing in research, field and experiential learning of teachers and students.

14. Has emphasised optimum use of library resources under INFLIBNET NLIST.

15. Each department is assigned to maintain registers of Students' mentorship and counselling.

16. Online feedback for Alumni, Teacher, and Students is taken.

File Description	Documents
Paste link for additional information	<a href="https://kamargaoncollege.com/agar-ssr/">https://kamargaoncollege.com/agar-ssr/</a>
Upload any additional information	<a href="#">View File</a>

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

A brief account of the teaching learning review and evaluation process through the IQAC set up is given below:

1. Meeting, discussion and monitoring is done regularly in

association with HODs, faculty members and non-teaching staff.

2. IQAC conducts Academic audit in academic session.

3. Feedback is taken from students, teaching, alumni, and non-teaching.

4. Academic calendar is followed accordingly.

5. Class routine and Lesson plan are prepared.

6. Students are given awareness about course outcomes through induction programme, prospectus, etc.

7. Teaching is supplemented with group discussion, seminars, educational tours, field trips, etc.

8. Study materials are provided to students.

9. Has given stress of the extensive use of ICT in teaching learning process.

10. N-List provided E-resources and other library facilities are offered at its best.

11. Mentor-mentee is done.

12. Attendance of students in classes is closely monitored.

13. Health, hygiene and safety have been given priority.

14. Introduction of new Add-on courses for skill enhancement.

15. Honours programme in Philosophy has been started.

In brief, the institution intensely reviews its teaching-learning process through the IQAC set up.

File Description	Documents
Paste link for additional information	<a href="https://kamargaoncollege.com/agar-ssr/">https://kamargaoncollege.com/agar-ssr/</a>
Upload any additional information	<a href="#">View File</a>

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

**A. All of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://kamargaoncollege.com/wp-content/uploads/2024/06/ANNUAL-REPORT-2023.pdf">https://kamargaoncollege.com/wp-content/uploads/2024/06/ANNUAL-REPORT-2023.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## 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

1. Observed International Women Day and Women Equality Day.
2. Organized a legal awareness programme on HIV AIDS: Do's and Don't's on August 29, 2023.
3. Conducted a Mental Health programme on September 22, 2023.
4. Placing of First Aid boxes in campus.
5. Undertook various activities including poster and art competition by Women Cell.
6. Facility of Women's Hostel in the campus.
7. Installation of an Incinerator for disposal of sanitary napkins of women's hostel boarders.
8. Provisions for separate toilet facilities for girls and faculties.
9. Provided a Girls' Common Room.
10. Has a Day Care Centre.
11. Facilitation of gymnasium.
12. Appointed a Night Chowkidar namely Mr. Kamala Hazarika for hostel boarders.

13. Sports facilities like football, boxing and Kho-kho playing ground, equipment, etc..
14. Installation of CCTV cameras in the campus and security for hostel boarders.
15. Covered the entire campus by boundary wall as a safety measure.
16. Formation of Anti-sexual harassment cell
17. Self-Defence training programme
18. Running Add-on courses like Beautician, Weaving, Perfuming Arts, etc. to empower girl students and increase employability.
19. Conducted an Awareness camp on Sexual Harassment, Legal Provisions and Psycho-Social Changes During Adolescence on June 11, 2024 at Kamargaon Girls' High School.
20. Organized an Awareness camp on Menstrual Hygiene at Mohuramukh Higher Secondary School on June 15, 2024.

File Description	Documents
Annual gender sensitization action plan	<a href="https://kamargaoncollege.com/wp-content/uploads/2024/06/GENDER-ACTION-PLAN-2023-24.pdf">https://kamargaoncollege.com/wp-content/uploads/2024/06/GENDER-ACTION-PLAN-2023-24.pdf</a>
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	<a href="https://kamargaoncollege.com/wp-content/uploads/2024/06/7.1.1-MERGED.pdf">https://kamargaoncollege.com/wp-content/uploads/2024/06/7.1.1-MERGED.pdf</a>

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

**A. 4 or All of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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:

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.
4. The institution has also made provisions for hygienic toilet facilities as part of the management system.
5. Also, the degradable wastes produced in the hostel have been used for pigs as feed.

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.
3. The scrap devices are sold to local scrap dealers.
4. Single use items like plastic cups, plates have been replaced with reusable steel glasses and dish, ceramic cup and plate set, etc.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="https://kamargaoncollege.com/wp-content/uploads/2024/06/7.1.3-2023-24.pdf">https://kamargaoncollege.com/wp-content/uploads/2024/06/7.1.3-2023-24.pdf</a>
Any other relevant information	<a href="#">View File</a>

**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

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.5 - Green campus initiatives include**

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

**A. Any 4 or All of the above**

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

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

**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**

**A. Any 4 or all 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	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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).**

**Cultural inclusivity:**

1. 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.
2. In annual college week, cultural procession, Food Mela, Fashion Competitions, Add-on course like Weaving, and other cultural programmes, students are given scopes to represent their respective cultures including food habits and traditional weaving practices.
3. Organize classical and traditional dance competition, folksong competition, etc.

**Regional inclusivity:**

1. Promoted regional inclusivity.
2. Enrolment of students from different districts/regions and flood affected areas.
3. Acknowledge regional festivals, attires, and occasions.

**Linguistic inclusivity:**

1. Since the institution is in a multicultural zone, therefore thrust has been given to maintain linguistic inclusivity among the stakeholders.
2. Along with regional languages particularly Assamese, Mising, other widely used languages such as Hindi and English are encouraged.
3. An add -on course on Mising Language has also been introduced.

**Communal, Socio-Economic, and Other Diversities:**

1. Caters to students of diverse communities, religions, and socio-economic backgrounds.
2. Celebration of various communal festivals like Saraswati Puja and Ali-Aye-Ligang.
3. Provision of Student Aid Fund for financial assistance.
4. Celebrate various days of national and regional importance.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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 made efforts to sensitize students and employees regarding constitutional obligations. Following is a brief Account:

Sensitization towards constitutional values, rights, and Duties:

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

Sensitization towards constitutional Duties and Responsibilities:

1. To promote national unity and harmony, numerous days and events of national and regional importance like Republic Day, Independence Day, Voter's Day, Constitution Day, Gandhi Jayanti, etc. are observed.
2. The curriculum and the extra-curricular activities promote moral values, duties, responsibility, human rights, environmental consciousness, ethics, etc.
3. Regularly organizes popular talks, training, and awareness programmes.
4. Has also installed poster, wall writing in different places of the campus about voting rights, individual dignity, national unity, harmony, etc.
5. Morning assembly is done every day.

Above all the institution has sensitised both the student and employees about constitutional values, rights, duties, and

## responsibilities.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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.**

**A. All of the above**

**4. Annual awareness programmes on Code of Conduct are organized**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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 for 2023-24:**

**1. Independence Day and Republic Day.**

2. Teachers' Day. The institution organizes various competitions like Wall Magazine competition among the departments, Debating, etc. among students.
3. Death anniversary of legendary singer and Bharat Ratna late Dr. Bhupen Hazarika every year on November 5.
4. Human Rights Day.
5. World Mother Tongue Day
6. Constitution Day
7. National Voters' Day
8. Silpi Divas in commemoration of Jyoti Prasad Agarwal
9. World Poetry Day
10. Rabha Divas in commemoration of Bishnu Prasad Rabha
11. National Education Day
12. Children's Day
13. Saraswati Puja
14. Earth Day
15. International Women's Day
16. International Day of Yoga
17. World Environment Day
18. World Blood Donor Day
19. Rastriya Ekta Day
20. World Tobacco Day
21. Menstrual Hygiene Day
22. World Nutrition Day
22. Women's Equality Day

## 22. Chatra Divas on the birth anniversary of Bodofa Upendra Nath Brahma

Thus, the institution commemorates and observes almost all the significant days and events in every academic session.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 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. Community and nearby schools outreaching
2. Encouraging Sports as a Career opportunity

#### OBJECTIVES OF THE PRACTICES

1. To reach out local community, schools, and villages for socio-economic and entrepreneurship development and promotion of Agri-based organic farming.
2. To create awareness on health, hygiene, road safety, environmental protection, and educational upliftment
3. To promote sports as a career opportunity.

#### PRINCIPLE OF THE PRACTICE

The institution has given added thrust to reach out the local community and nearby school students. Also, sports is promoted as a career option by privileging selected students to participate in various inter-college football and Kho-Kho competitions.

**CONTEXT**

- To focus on Sustainable Development Goals 2030.
- To promote unconventional career opportunities.

**THE PRACTICE**

- Organizing extension programmes
- Instilling consciousness on health, hygiene, environmental, etc.
- Regular visit of faculties to nearby schools for class and awareness programmes.
- Facilitating practice of various sports and Engagement of coach

**SUCCESS**

- Close involvement with local community and schools
- Growing awareness on health, hygiene, gender equity, biodiversity conservation, and academic areas
- Won various prizes especially in football and Kho-Kho
- Got selected for playing at national level

**PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED**

- Insufficiency of fund
- Poor economic background of the targeted population
- Land crunch

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.3 - Institutional Distinctiveness**

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

The institution has given added thrust to reach out the local community, nearby school students and to imparting skills among students during 2023-24. Here is give a brief account:

1. Awareness cum Sensitization Programme on HIV AIDS: Do's and

Donot's on August 29, 2023.

2. Food Mela Cum Entrepreneurship Development Programme on 16/10/2023.
3. Free Eye Checking Camp at Gyanudaya Adarsha Bidyayala on 26/11/2023.
4. Road Safety Awareness programme on Road Safety: Do's and Donot's on 17/02/2024.
5. 7 Day Workshop on Soft Skill Development in association with KVK, Golaghat from

28/02/2024 to 06/03/2024.

1. Training Programme on Vermi Compost and Mushroom Development in association with Assam Agriculture University, Jorhat and KVK, Golaghat on 09/04/2024.
2. Awareness programme on Tobacco Free Society on World No-Tobacco Day on 31/05/2024.
3. Plantation on World Environment Day on June 5, 2024 at Panidihingia L.P School, Golaghat.
4. Free Health Camp at Goroimari High School on 06/06/2024 in collaboration with VKNRL Hospital, NRL.
5. Awareness cum Sensitization Programme on Girl Child and Physical Changes during Adolescence & Sexual Harassment and Legal provisions on 11-6-2024.
6. Awareness programme on Tuberculosis and Menstrual Hygiene on June 15, 2024 at Mohuramulh Higher Secondary School, Golaghat.

Besides these, the institution has conducted numerous other works in these areas.



## 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. Deliver the prescribed curricula of the affiliating university as per academic calendar.
2. Follow teaching plan and schedule for timely and effective curriculum delivery.
3. Faculty and student exchange programme under MoU s are done with various institutions.
4. ICT enabled classes are done regularly.
5. Students are given opportunities to use Language lab, digital classroom, computer laboratory, and e-learning sources including NLIST.
6. Class routine is prepared in every semester and classes are allotted accordingly for timely completion of syllabus and revision.
7. Feedback is taken from students, teachers, alumni, etc. and actions are taken subsequently. 8. Conducts orientation programme for students.
9. Tutorial and remedial classes are conducted.
10. Regular monitoring of the efficacy of curriculum delivery is done through conduct of sessional examination.
11. Students regularly engage in Yoga practices and sports activities
12. Mentoring of students is done.
13. Special talks and workshops are organized.
14. Question Bank containing old question papers are provided in the library and departments. 15. Questions from previous year papers are discussed and solved in the departments.

16. Course progression is recorded departmentally.

17. Periodical meetings of HoDs are held with the principal to review and discuss curriculum delivery.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://kamargaoncollege.com/agar-ssr/">https://kamargaoncollege.com/agar-ssr/</a>

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 of the affiliating university in each academic session. Here is given a brief account:

1. Classes are commenced as per the academic calendar.
2. Orientation programme for BA 1st semester students every year.
3. Seminar presentation, group discussion, field study, and home assignments are conducted following the academic calendar.
4. Sessional examination is conducted as per the timeframe given in academic calendar so that students progress can be monitored.
5. Certain departments assign activities like movie review, writing of reflective journal etc. for internal assessment of the students.
6. Students' performance is evaluated constantly for improvement in learning levels, result and overall achievement.
7. Feedback is taken from the students, teachers, guardians, and other stakeholders for making the teaching-learning effective.
8. Project work is assigned to the students.

**9. Student attendance is recorded and displayed periodically in the departmental notice board.**

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://kamargaoncollege.com/agar-ssr/">https://kamargaoncollege.com/agar-ssr/</a>

**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	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## **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**

**08**

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**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)**

5

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

315

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

315

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

**1.3 - Curriculum Enrichment**

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

1.The intuition 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.

2. Issues related to human values, gender and environment and sustainability have been incorporated in the syllabi of the courses offered. Some of the honours subjects even offer

specific papers on environment and ecology, feminism, and human values.

3. Efforts have been made for ensuring gender parity by organizing co-curricular activities. For instance, the institution observes International Women's Day every year to sensitize women on various issues.

4. 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.

5. Additionally, the NSS and the IQAC organises programmes like world Environment Day, Earth Day, etc. and conduct workshops especially the adopted village.

6. There are Add-on/Certificate courses that address cross-cutting issues.

7. Students are given scopes to participate in different intradepartmental, inter-college, sports, and cultural competitions to impart knowledge on the importance of team spirit and group activity.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

### 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	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

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

67

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System

<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>A. All of the above</b>

File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	<a href="#">View File</a>

#### 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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://kamargaoncollege.com/wp-content/uploads/2024/06/Feedback-Report-MRIDULA-PREPARED-2023-24.pdf">https://kamargaoncollege.com/wp-content/uploads/2024/06/Feedback-Report-MRIDULA-PREPARED-2023-24.pdf</a>

### 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

565

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

##### 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

493

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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

Various means are adopted for assessing the learning levels of the students:

- Sessional examination
- Class test and quiz competition
- Home assignments
- Seminar and group discussion
- Mentoring sessions
- Career counselling programmes
- Field survey and experiential learning
- Remedial class
- Hybrid mode of teaching
- Inter-departmental and Inter-college debating and speech competitions
- Project work and movie review
- Annual college week literary competitions like extempore speech, recitation, etc.
- Film screening
- Use of WhatsApp group for student-teacher interactions specific

Special programmes for Advanced Learners:

1. Students are provided advanced reading materials and reference books.
2. Encouraged to undergo field study, experiential learning and research activities.
3. Encouraged to engage in group activities for teamwork.
4. Special thrust is given to their communication, personality development and presentation skill.
5. Advised and assisted to prepare for examinations like NET, SLET, TET, APSC, PET, etc.
6. Motivated and encouraged to achieve university ranks and



awarded after good result for inspiration.

Special measures for Slow learners:

1. Given personal and academic counselling and their parents are informed.
2. Departments provide tutorial and remedial classes.
3. Difficult subjects are revised; questions are discussed in an exam-oriented approach and resources are provided.
4. Provided additional scopes to engage in co-curricular activities.

File Description	Documents
Link for additional Information	<a href="https://kamargaoncollege.com/agar-ssr/">https://kamargaoncollege.com/agar-ssr/</a>
Upload any additional information	<a href="#">View File</a>

### 2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
560	24

File Description	Documents
Any additional information	<a href="#">View File</a>

### 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.
2. Students organize and anchor the programmes organized by the departments.
3. Inter-departmental Wall Magazine Competition among the students.

4. Undertaking Field study and projects.
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.
7. Skill based Add-on Certificate Courses like Entrepreneurship Development and Tourism and Tourist Guidance.
8. Editing, writing and designing college magazine and departmental magazine.
9. Extension activities with local community

**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 programme, Co[1]curricular and extension activities.
4. Participate in career counselling programmes on various career avenues and options.

**Problem Solving Methodologies:**

1. Personal counselling is also done.
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 analyse their performance and solve their problems personally.
5. Parents are invited and discussed academic progression and other aspects of their children.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://kamargaoncollege.com/agar-ssr/">https://kamargaoncollege.com/agar-ssr/</a>

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:

1. The teachers use Desktop, Laptop, Projector, and pen drive for power point presentation in Classroom content delivery.
2. The teachers use digital platform such as YouTube, WhatsApp, etc. for showing Videos connected to curriculum and sending study materials.
3. Availability of Smart Classrooms and the teachers use these facilities for efficacious learning delivery.
4. The teachers use Computer Laboratory and language Laboratory.
5. The Teachers also use E-mail, WhatsApp groups, 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 NLIST (Inflibnet) and E-Books to enhance quality in the teaching learning process.
7. The teachers use such E-Book sites as Project Gutenberg, PDF Drive etc. to enhance knowledge of their respective fields and apply that classroom content delivery.
8. Teachers use NLIST provided E-resources and distribute among students.
9. Teachers attend training programmes, workshops, seminars and conferences connected to ICT use and application.
10. Use of Google form, google meet, Webex for online class and

**other activities.**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="https://kamargaoncollege.com/agar-ssr/">https://kamargaoncollege.com/agar-ssr/</a>

**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.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

**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)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

**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**

8

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

### 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

353

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

### 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 forwarding 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 counselling, remedial class, etc. are undertaken after evaluation of their performance internal assessment exam.

After all, the institution maintains a robust and transparent internal evaluation system.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://kamargaoncollege.com/agar-ssr/">https://kamargaoncollege.com/agar-ssr/</a>

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 1:30.

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.
7. Answer scripts are shown to students and discussed accordingly.
8. Schedule of sessional examination, group discussion and seminar presentation is given in academic calendar.
9. Grievances of students connected to internal assessment such as correction of marks are solved quickly.
10. Conduct Special Examination for students who engage in NSS, Sports, and cultural activities.
11. Guardians are especially contacted if students perform poorly.
12. Counselling is provided departmentally whenever needed.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://kamargaoncollege.com/agar-ssr/">https://kamargaoncollege.com/agar-ssr/</a>

## 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:

1. Produce Prospectus in every academic year and all the details regarding programmes and courses are outlined in prospectus.

2. Before commencement of classes, students are imparted counselling 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 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 counselled by the teachers to benefit themselves for pursuing higher education through continuous enhancement of knowledge and communication skills.
6. Various programmes under the Career Counselling and Guidance Cell and the IQAC are organized.
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.
9. Engaged students in extension activities through NSS, IQAC and cells/committees.
10. Add-on Courses have been introduced for imparting skill. Benefits of the courses are explained to students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://kamargaoncollege.com/agar-ssr/">https://kamargaoncollege.com/agar-ssr/</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

1. In every academic year, review of semester end examination conducted by affiliating university is done thoroughly. Discussion and follow-up actions are done to further improve performance of students.



2. The departments evaluate the performance of students and undertake measures like counselling.
  3. The departments continuously evaluate communicative skills of students and emphasize its acquiring through hard work for a skilled future.
  4. Evaluate the employability of the passing out students and keeps records of the students employed in various professional areas and jobs.
  5. Evaluate 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.
  7. Sessional examinations are conducted twice per semester.
  8. Project work is done.
  9. Remedial class and mentoring are done.
  10. Laboratory is used to assess problem solving skills and practical knowledge.
  11. Feedback is taken from students, teachers and alumni regarding curriculum and its classroom delivery.
- After all, the institution evaluates the attainment of programme outcomes and course outcomes in every academic session.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://kamargaoncollege.com/agar-ssr/">https://kamargaoncollege.com/agar-ssr/</a>

### 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

91

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://kamargaoncollege.com/wp-content/uploads/2024/06/ANNUAL-REPORT-2023.pdf">https://kamargaoncollege.com/wp-content/uploads/2024/06/ANNUAL-REPORT-2023.pdf</a>

## 2.7 - Student Satisfaction Survey

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

<https://kamargaoncollege.com/wp-content/uploads/2024/06/2023-24-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	<a href="#">View File</a>
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**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)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	<a href="#">View File</a>
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**

14

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

**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**

14

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 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

21

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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 carried out extension activities in the neighborhood communities. Here is give a glimpse.

1. Awareness cum Sensitization Programme on HIV AIDS: Do's and Donot's

Date: 29.08.2023

1. Daylong workshop on Hospitality Education

Date: 14.09.2023

1. Daylong Workshop on Nutrition India, Educated India and Empowered India

Date: 19.09.2023

1. Social Awareness programme on Mental Health

Date: 20.09.2023

1. Food Mela Cum Entrepreneurship Development Programme

Date: 16.10.2023

1. Free Eye Checking Camp

Date: 26.11.2023

1. Awareness programme on Road Safety: Do's and Donot's

Date: 17.02.2024

1. Workshop on Soft Skill Development

Date: 28.02.2024 to 06.03.2024

1. Workshop on Skill Development under Skill Yatra Mission

Date: 01.03.2024

1. Workshop on Campus Recruitment in the field of Airlines Customer Service Executive

Date: 27.03.2024

1. Workshop on Vermi Compost and Mushroom Development

Date: 09.04.2024

1. World No-Tobacco Day Celebration

Date: 31.05.2024

1. Celebration of World Environment Day

Date: 05.06.2024

1. Free Health Camp at Goroimari High School

Date: 06.06.2024

1. Awareness cum Sensitization Programme on Girl Child and Physical Changes during Adolescence & Sexual Harassment and Legal Provisions

**Date: 11.06.2024**

1. Awareness cum Sensitization Programme on Menstrual Hygiene for girl students.

**Date: 15.06.2024**

1. International Day of Yoga with VKNRL Hospital

**Date: June 21, 2024**

File Description	Documents
Paste link for additional information	<a href="https://kamargaoncollege.com/wp-content/uploads/2024/06/WORKSHOPS-SEMINAR-CONFERENCE-PDF.pdf">https://kamargaoncollege.com/wp-content/uploads/2024/06/WORKSHOPS-SEMINAR-CONFERENCE-PDF.pdf</a>
Upload any additional information	<a href="#">View File</a>

### **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	<a href="#">View File</a>
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

### **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**

21

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

### 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

2546

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 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

13

File Description	Documents
e-copies of linkage related Document	<a href="#">View File</a>
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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

9

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

## 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.

1. The institution has 26 classrooms, 3 laboratories and 3 conference halls which are spacious and well equipped with projector, screens, and white board along with the usual teaching-learning aids.
2. All departments have their computers to carry out academic and examination related works. 3. The department of Education has a psychological practical laboratory.
3. Made provisions of separate rooms and spaces for various cells and committees including IQAC, NSS, Women Cell etc. for scholastic, co-scholastic and filed activities.
4. The institution has a practice room for Yoga to nurture practices for healthy body, mind and soul of the students and also of the teaching and non-teaching staff of the college.
5. All the conference rooms are adequately furnished and equipped necessary tools like sound system, podium, projector, screen, white board etc.



6. The institution has 75 numbers of computers.

7. Has a language laboratory where the students are imparted various training and practice in communication skills including Spoken English.

8. Has a computerised library proving easy access to books, journals, e-resources under NLIST and NDLI, spacious reading rooms, reference sections, journal and magazine back volumes, xerox and printing facility, drinking water, etc.

9. Has a Physl. Experimentlaboratory.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://kamargaoncollege.com/">https://kamargaoncollege.com/</a>

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 one of which accommodate approximately 800 spectators.

2. Availability of practice halls.

3. Maintains a store of modern and traditional cultural instruments such as Harmonium, Tabla, Dhol, guitar, cymbal, etc.

4. Has an adequate sound system.

#### Facilities for Sports and games (indoor and outdoor):

1. 1 nos. of Basketball ball court.

2. 1 nos. of Badminton court.

3. space for Volleyball courts.

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, Kabaddi, football, volleyball for both boys and girls. Also impart training of Kho-Kho, Volleyball, Football etc through instructor.

6. Provides sports equipment for football, cricket, Chess, Carom board, Table Tennis, Volleyball, shot put, Javelin, Discus Throw, skipping etc.

7. Availability of a well-equipped gymnasium facility with instructor.

8. Appointed instructors to guide students in sports activities including volleyball, football, etc.

9. made provisions for boys and girls to facilitate Indore games like Chess, Carom etc.

Facilities for Yoga Centre:

1. A well-equipped Yoga centre.

2. Appointed an instructor to guide the students.

3. Certificate course in Yoga.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://kamargaoncollege.com/">https://kamargaoncollege.com/</a>

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

26

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

26

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://kamargaoncollege.com/">https://kamargaoncollege.com/</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

**4487345.2**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

##### 4.2.1 - Library is automated using Integrated Library Management System (ILMS)

1. Has a central library and 8 departmental libraries.
2. Fully computerised library
3. Regularly subscribed the INFLIBNET designed the state-of-the art library automation software known as SOUL 2.0. The software contains 6 modules which are respectively Acquisition module, Cataloguing Module, Circulation Module, Serials Module, Online Public Access Catalogue Module, Administrative Module.
4. NDLI registered
5. The library committee monitors the Library Management System

and looks after facilitation of books, materials etc.

6. The library conducts membership registration and return/issue of books in automation mode.

7. The library provides xerox and printing facility at an affordable price.

8. Subscribed reputed journals and newspapers like Economic and Political weekly, Competition Success Review/Refresher, India Today, Pratiyogita Darpan, South Asian Journal of Socio-Political Studies, University News, Times of India, The Assam Tribune, etc.

9. Preserved subscribed journals, national and regional newspapers, and other such items in year wise binding volumes.

10. Made provisions of spacious reading rooms for students and faculties

11. The library awards the best reader in each academic year besides organizing competitions viz. essay competition, creative writing, etc.-- among students.

12. Covered under CCTV surveillance.

13. Availability of Barcode Technology.

14. Question bank facility

15. Has a museum.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://kamargaoncollege.com/">https://kamargaoncollege.com/</a>

**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	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

1.77886

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

#### 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

130

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

##### 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

1. Has increased the number of internet connectivity provided by BSNL,JIO and AIRTEL and the ICT tools like computer, projector, laptop, etc.

2. Has a computer laboratory where computers have been

increased year wise.

3. Every department has been provided with desktop and laptop to carry out the departmental activities.

4. Online platforms like WhatsApp, Google Classroom, Goggle Meet and Zoom are used for online teaching whenever and wherever necessary.

5. Classrooms are equipped with projectors, computers and other digital classroom aid facilities.

6. Organized workshops and practice sessions for technological knowhow.

7. Study materials are provided in WhatsApp groups.

8. Admission, library and financial works have been done using IT facilities.

9. College website is used for dissemination of information.

10. Academic and administrative works have been done using email and WhatsApp for making things paperless.

11. Has a language laboratory to equip students with knowledge of language.

12. Procure anti-virus packages and update periodically.

13. Installation of CCTV cameras

14. Online admission, examination form fill-up and Affiliated university registration

15. Procurement of printers, Scanner and xerox facilities

16. Procurement of Biometric attendance machine Thus, the institution has given thrust in updation of the IT facilities at regular intervals.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://kamargaoncollege.com/">https://kamargaoncollege.com/</a>

**4.3.2 - Number of Computers****72**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Student – computer ratio	<a href="#">View File</a>

**4.3.3 - Bandwidth of internet connection in the Institution****A. ? 50MBPS**

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

**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)****567051.41**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts.	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

The college has a well-equipped gym maintained by Pankaj Barua & Robin Hazarika. The gym activities are done by the students under the guidance of the instructor.

**Games & Sports:** For Games & Sports there is 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 computerised 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 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 in the morning.

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

The college has a Purchasing Committee which make decisions on purchasing of things. Other Cells and committees like Academic Committee, Library Committee, IQAC, Canteen Committee, Hostel Committee, Examinations Committee, Admission Committee, to mention a few, play active roles in maintaining and utilizing physical, academic, and other facilities.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://kamargaoncollege.com/">https://kamargaoncollege.com/</a>

## 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****459**

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

**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	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**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	<a href="https://kamargaoncollege.com/">https://kamargaoncollege.com/</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

922

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

922

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**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	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

6

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 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

69

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

### 5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

#### 5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State

government examinations) during the year

6

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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.**

10

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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

**The institution has facilitated students' representation and engagement in various administrative, co-curricular and extra-curricular activities. Here is a brief account:**

1. There is an elected active student council namely Kamargaon College student union.
2. Students' union organise annual sport activities, freshers' social, farewell, Teachers' Day, street plays, student exchange, street plays as well as celebrate national/internationally important days as per guidelines

of college authority.

3. The members of students Union have been given representation in IQAC and other academic and administrative bodies including alumni association, Grievance Redressal Cell, Anti-Ragging Committee, Anti-sexual harassment Cell, etc. One/two representatives of student council has been co-opted in IQAC so that they can participate in the decision-making process.
4. The members of student council involve at decision making and execution level in the programmes of IQAC.
5. The student union has actively co-operated and also participated in all student centric activities initiated by IQAC such as career counselling and guidance and other training programmes, workshops, seminars etc.
6. The student union has also taken part in NSS programmes, extension activities, flood relief activities.

File Description	Documents
Paste link for additional information	<a href="https://kamargaoncollege.com/aqar-ssr/">https://kamargaoncollege.com/aqar-ssr/</a>
Upload any additional information	<a href="#">View File</a>

### 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

108

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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)	<a href="#">View File</a>

### 5.4 - Alumni Engagement

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

The college has an alumni association named Kamargaon College Alumni Association. The association contributes significantly to the academic and other developments through their services. Here is a brief outline of the serves:

1. The Alumni Association actively collaborates with the institution in all programmes.
2. There is an alumni office in the college premise where the alumni discuss their future course of action for every event of the college. The meeting of the association is held regularly.
3. The association awards the best graduate and the topper of the Higher Secondary (HS) section of the college in every academic year.

File Description	Documents
Paste link for additional information	<a href="https://kamargaoncollege.com/wp-content/uploads/2024/05/ALUMNI-CONTRIBUTION-FOR-WEBSITE-UPLOADING.pdf">https://kamargaoncollege.com/wp-content/uploads/2024/05/ALUMNI-CONTRIBUTION-FOR-WEBSITE-UPLOADING.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## 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

1. The vision of the institution is to bring an overall improvement of the college through effective and transparent governance.
2. A participatory and democratic mode of governance has been put in place. The Governing Body (GB) functions as the apex

body.

3. The principal, the faculties, non-teaching staff, IQAC, various cells and committees and student union together play vital role in framing policies, decision making and execution.

4. Female faculty members and guardian representatives are given special opportunities to become part of the decision-making process through adequate representation in GB, Cells and committees.

5. Two representatives of teaching staff are co-opted to GB.

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

7. Periodic assessment of learning levels of students are done through sessional examinations, group discussions, seminar presentation, experiential learning, etc.

8. Co-curricular activities including extension and sports have been given thrust.

9. Career Counselling programmes are conducted regularly to keep students abreast with competitive job scenario.

10. A democratically elected Student Council is formed to appraise students about rights, values, and importance of franchising.

File Description	Documents
Paste link for additional information	<a href="https://kamargaoncollege.com/agar-ssr/">https://kamargaoncollege.com/agar-ssr/</a>
Upload any additional information	<a href="#">View File</a>

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 a Building and purchasing committee for construction and purchasing activities.
4. Constituted different Committees and Bodies including Examination Committee, Canteen Committee, Career Counselling and Guidance cell, Research committee, Grievance and Redressal Cell, Library Committee, etc.
5. In GB, 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 in academic and administrative decision-making process.
2. Offered opportunities to the students to became part of various committees like Hostel committee, Sports Committee, Student Aid Fund, Grievance Redressal Cell, etc.
3. The alumni association is actively involved 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.
6. Regular meeting with teaching, non-teaching and respective committees are conducted.
7. Decisions made in GB are shared with the teaching, non-teaching and student council representative.



File Description	Documents
Paste link for additional information	<a href="https://kamargaoncollege.com/agar-ssr/">https://kamargaoncollege.com/agar-ssr/</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Following is the perspective plan of the institution:

#### Curricular Aspect

1. To ensure effective delivery of the curriculum.
2. Feedback from students, teachers, parents, alumni, and non-teaching staff.

#### Teaching Learning and Evaluation

1. Continue imparting quality teaching and Using ICT tools.
2. Regular academic audit
3. Introduce innovative processes in teaching-learning.

#### Research Consultancy and Extension

1. Emphasises publication in UGC CARE listed/SCOPUS indexed journals and participation in RC, OC, FDP, etc.
2. Encouraging field trips for experiential learning.
3. Formation of Cells/bodies like NSS, IQAC, Eco Club, Women Cell etc

#### Infrastructure and Learning Resources

1. Promoting sports infrastructure.
2. Automation of library facilities and digitization.
3. Continue providing N-List and digital library services.

**Student Support and Progression**

1. Promoting skills and 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. The Governing Body (GB) works as the apex body.
2. Continue discharging their respective duties and responsibilities

**Institutional Values and Best Practices**

1. Continue using solar energy.
2. green and clean campus
3. Continue doing the best practices.
4. Services to local community.
5. Conservation of water and energy
6. Sports as a thrust area

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://kamargaoncollege.com/aqar-ssr/">https://kamargaoncollege.com/aqar-ssr/</a>
Upload any additional information	<a href="#">View File</a>

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 institutional bodies function effectively and efficiently. Here is given a brief account:**

1. Has well defined policies and procedures of administrative

set up. For academic programmes and other matters including administrative, it follows the guidelines of Dibrugarh university, DHE, Assam, UGC, RUSA, NAAC, AHSEC, etc.

2. Governing Body (GB) functions as the administrative and decision-making body while the Principal acts as the Drawing and Disbursing authority. Numerous other cells and committees like IQAC, Women Cell, NSS, Admission, Canteen Committee, Grievance redressal Cell, Anti-Sexual Harassment Cell, Hostel Committee etc work in tandem with each other.

3. Other bodies like Students' Union, Alumni Association and Teachers' Unit also play vital roles in administrative and academic functioning.

#### Appointment and Service Rules

1. The appointments of the college are done as per guidelines of the DHE, Assam.

2. The promotion of the teaching and non-teaching staff is done as per guidelines of the DHE, Assam and UGC (wherever applicable).

3. The services of the employees as per Provincialization of College Employees Act 2005 and College Service Conduct Rules.

File Description	Documents
Paste link for additional information	<a href="https://kamargaoncollege.com/agar-ssr/">https://kamargaoncollege.com/agar-ssr/</a>
Link to Organogram of the Institution webpage	<a href="https://kamargaoncollege.com/wp-content/uploads/2024/04/ORGANOGRAM-COLLEGE-PDF.pdf">https://kamargaoncollege.com/wp-content/uploads/2024/04/ORGANOGRAM-COLLEGE-PDF.pdf</a>
Upload any additional information	<a href="#">View File</a>

**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	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

1. Availability of a Mutual Benefit Fund (MBF) for providing financial assistance to its members whenever required.
2. The earnings of the fund are distributed annually among the members of MBF.
3. Lottery Games are conducted among the teaching and non-teaching to boost the spirit of the KGC fraternity. Various prizes including books, trophy etc. are given to the winners.
4. Employees Aid Fund for assistance on special occasion like ailment.
5. Incremental and other financial incentives are given to contractual employees.
6. Maternity leave and Earned leave are awarded to employees as per the rule of the govt. of Assam.
7. Has a canteen with hygienic atmosphere and provide food at subsidized rate.
8. Clean drinking water at multiple places in the campus.
9. Car parking facility for teaching and non-teaching staff.
10. Has a Day Care centre
11. Members of teaching and non-teaching staff are felicitated whenever there is any special achievement including PhD.

12. Health camp is conducted for teaching and non-teaching staff.

13. Provision of Special Leave of 15 days in case of death of parents.

14. Sophisticated gymnasium facility for sound physique.

Thus the institution has adopted various welfare measures for the teaching and non-teaching staff.

File Description	Documents
Paste link for additional information	<a href="https://kamargaoncollege.com/agar-ssr/">https://kamargaoncollege.com/agar-ssr/</a>
Upload any additional information	<a href="#">View File</a>

### **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**

11

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### **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**

12

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

#### **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**

**38**

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

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

**Teaching:**

1. Distribution of Performance Appraisal Proforma among teachers to track academic development, activities, and participation in professional courses.

2. The IQAC makes assessment of the progress made by the teachers in the respective year. Appropriate measures whenever required are taken accordingly.

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. Ensure proper maintenance of college resources and data, clean and green practices, and delivery of duty.

File Description	Documents
Paste link for additional information	<a href="https://kamargaoncollege.com/agar-ssr/">https://kamargaoncollege.com/agar-ssr/</a>
Upload any additional information	<a href="#">View File</a>

## 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 maintains a transparent financial management system. As part of the transparent system, the college has carried out both internal and external financial audit in the year for both government and non-government funds. 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. For external audit, the government deputes an auditor. In case of audit objection, the government makes queries, and the college answers them.

File Description	Documents
Paste link for additional information	<a href="https://kamargaoncollege.com/agar-ssr/">https://kamargaoncollege.com/agar-ssr/</a>
Upload any additional information	<a href="#">View File</a>

## 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)

3.95

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

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

1. 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.

2. While utilizing these funds, the authority takes all the stakeholders into confidence and adopts all the decisions through consultations and deliberations.

3. Adopted the method of Fixed Deposit. With due permission of the GB, the principal makes necessary arrangement for fixed depositing.

4. 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.

5. Earned from Mushroom cultivation done in the campus.

6. Earning from selling e-wastes, plastic wastes, and renovation waste.

7. The college also runs its self-financing course:

- Beautician
- Computer Application
- Entrepreneurship Development
- Yoga
- Spoken English
- DTP in Assamese
- Computer Application
- Recitation
- Performing Arts

8. Financial assistance from Mising Autonomous Council (MAC), and MPs including Local MLA and philanthropists.

9. Financial assistance from industries like Numaligarh Refinery Limited (NRL), Punjab Engineering Limited, etc.

10. Funds received from ICSSR, New Delhi amounting Rs. 4.5 lakhs for academic activities.

11. Earning accrued from Xeroxing in Library.

File Description	Documents
Paste link for additional information	<a href="https://kamargaoncollege.com/agar-ssr/">https://kamargaoncollege.com/agar-ssr/</a>
Upload any additional information	<a href="#">View File</a>

## 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

- 1.The IQAC has been formed as per guideline of NAAC.
- 2.Formulated strategies for quality enhancement in consultation with teaching and non-teaching staff.
3. Monitors various committees/cells and co-ordinates in their activities.
4. Ensures participation of the stakeholders in the strategized activities.
5. Has introduced best practices.
6. Has implemented Academic Audit practices.
7. Inked MoUs with other institutions for academic and non-academic exchange.
8. Has organized Career Counselling, awareness, and Extension Programmes.
9. Sit with HoDs, academic observer and convenors of cells and various committees to ensure quality delivery of curriculum.
10. Conduct training programmes for teaching and non-teaching staff to keep them abreast with NAAC guidelines and latest developments.
11. Has co-ordinated with Career Counselling and Guidance Cell, National Service Scheme, Eco club, etc. in carrying extension activities.
12. Has given thrust on introducing and using ICT tools to make the teaching learning process interesting and student friendly.

13. Has put emphasis in publishing in research, field and experiential learning of teachers and students.
14. Has emphasised optimum use of library resources under INFLIBNET NLIST.
15. Each department is assigned to maintain registers of Students' mentorship and counselling.
16. Online feedback for Alumni, Teacher, and Students is taken.

File Description	Documents
Paste link for additional information	<a href="https://kamargaoncollege.com/agar-ssr/">https://kamargaoncollege.com/agar-ssr/</a>
Upload any additional information	<a href="#">View File</a>

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

A brief account of the teaching learning review and evaluation process through the IQAC set up is given below:

1. Meeting, discussion and monitoring is done regularly in association with HODs, faculty members and non-teaching staff.
2. IQAC conducts Academic audit in academic session.
3. Feedback is taken from students, teaching, alumni, and non-teaching.
4. Academic calendar is followed accordingly.
5. Class routine and Lesson plan are prepared.
6. Students are given awareness about course outcomes through induction programme, prospectus, etc.
7. Teaching is supplemented with group discussion, seminars, educational tours, field trips, etc.

8. Study materials are provided to students.
9. Has given stress of the extensive use of ICT in teaching learning process.
10. N-List provided E-resources and other library facilities are offered at its best.
11. Mentor-mentee is done.
12. Attendance of students in classes is closely monitored.
13. Health, hygiene and safety have been given priority.
14. Introduction of new Add-on courses for skill enhancement.
15. Honours programme in Philosophy has been started.
- In brief, the institution intensely reviews its teaching-learning process through the IQAC set up.

File Description	Documents
Paste link for additional information	<a href="https://kamargaoncollege.com/agar-ssr/">https://kamargaoncollege.com/agar-ssr/</a>
Upload any additional information	<a href="#">View File</a>

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

**A. All of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://kamargaoncollege.com/wp-content/uploads/2024/06/ANNUAL-REPORT-2023.pdf">https://kamargaoncollege.com/wp-content/uploads/2024/06/ANNUAL-REPORT-2023.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## 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

1. Observed International Women Day and Women Equality Day.
2. Organized a legal awareness programme on HIV AIDS: Do's and Don't's on August 29, 2023.
3. Conducted a Mental Health programme on September 22, 2023.
4. Placing of First Aid boxes in campus.
5. Undertook various activities including poster and art competition by Women Cell.
6. Facility of Women's Hostel in the campus.
7. Installation of an Incinerator for disposal of sanitary napkins of women's hostel boarders.
8. Provisions for separate toilet facilities for girls and faculties.
9. Provided a Girls' Common Room.
10. Has a Day Care Centre.
11. Facilitation of gymnasium.
12. Appointed a Night Chowkidar namely Mr. Kamala Hazarika for hostel boarders.
13. Sports facilities like football, boxing and Kho-kho playing ground, equipment, etc..
14. Installation of CCTV cameras in the campus and security for hostel boarders.
15. Covered the entire campus by boundary wall as a safety measure.
16. Formation of Anti-sexual harassment cell
17. Self-Defence training programme

18. Running Add-on courses like Beautician, Weaving, Perfuming Arts, etc. to empower girl students and increase employability.
19. Conducted an Awareness camp on Sexual Harassment, Legal Provisions and Psycho-Social Changes During Adolescence on June 11, 2024 at Kamargaon Girls' High School.
20. Organized an Awareness camp on Menstrual Hygiene at Mohuramukh Higher Secondary School on June 15, 2024.

File Description	Documents
Annual gender sensitization action plan	<a href="https://kamargaoncollege.com/wp-content/uploads/2024/06/GENDER-ACTION-PLAN-2023-24.pdf">https://kamargaoncollege.com/wp-content/uploads/2024/06/GENDER-ACTION-PLAN-2023-24.pdf</a>
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	<a href="https://kamargaoncollege.com/wp-content/uploads/2024/06/7.1.1-MERGED.pdf">https://kamargaoncollege.com/wp-content/uploads/2024/06/7.1.1-MERGED.pdf</a>

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

**A. 4 or All of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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:**

**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.
4. The institution has also made provisions for hygienic toilet facilities as part of the management system.
5. Also, the degradable wastes produced in the hostel have been used for pigs as feed.

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.
3. The scrap devices are sold to local scrap dealers.
4. Single use items like plastic cups, plates have been replaced with reusable steel glasses and dish, ceramic cup and plate set, etc.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="https://kamargaoncollege.com/wp-content/uploads/2024/06/7.1.3-2023-24.pdf">https://kamargaoncollege.com/wp-content/uploads/2024/06/7.1.3-2023-24.pdf</a>
Any other relevant information	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge**

**A. Any 4 or all of the above**

<b>Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus</b>	
File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>
<b>7.1.5 - Green campus initiatives include</b>	
<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b> <ol style="list-style-type: none"> <li>1.Restricted entry of automobiles</li> <li>2.Use of Bicycles/ Battery powered vehicles</li> <li>3.Pedestrian Friendly pathways</li> <li>4.Ban on use of Plastic</li> <li>5.landscaping with trees and plants</li> </ol>	<b>A. Any 4 or All of the above</b>
File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>
<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following</b> <ol style="list-style-type: none"> <li>1.Green audit</li> <li>2. Energy audit</li> <li>3.Environment audit</li> <li>4.Clean and green campus recognitions/awards</li> <li>5. Beyond the campus environmental promotional activities</li> </ol>	<b>A. Any 4 or all of the above</b>



File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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).**

**Cultural inclusivity:**

- 1. 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.

2. In annual college week, cultural procession, Food Mela, Fashion Competitions, Add-on course like Weaving, and other cultural programmes, students are given scopes to represent their respective cultures including food habits and traditional weaving practices.
3. Organize classical and traditional dance competition, folksong competition, etc.

#### Regional inclusivity:

1. Promoted regional inclusivity.
2. Enrolment of students from different districts/regions and flood affected areas.
3. Acknowledge regional festivals, attires, and occasions.

#### Linguistic inclusivity:

1. Since the institution is in a multicultural zone, therefore thrust has been given to maintain linguistic inclusivity among the stakeholders.
2. Along with regional languages particularly Assamese, Mising, other widely used languages such as Hindi and English are encouraged.
3. An add -on course on Mising Language has also been introduced.

#### Communal, Socio-Economic, and Other Diversities:

1. Caters to students of diverse communities, religions, and socio-economic backgrounds.
2. Celebration of various communal festivals like Saraswati Puja and Ali-Aye-Ligang.
3. Provision of Student Aid Fund for financial assistance.
4. Celebrate various days of national and regional importance.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

#### 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 made efforts to sensitize students and employees regarding constitutional obligations. Following is a brief Account:

Sensitization towards constitutional values, rights, and Duties:

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

Sensitization towards constitutional Duties and Responsibilities:

1. To promote national unity and harmony, numerous days and events of national and regional importance like Republic Day, Independence Day, Voter's Day, Constitution Day, Gandhi Jayanti, etc. are observed.
2. The curriculum and the extra-curricular activities promote moral values, duties, responsibility, human rights, environmental consciousness, ethics, etc.
3. Regularly organizes popular talks, training, and awareness programmes.
4. Has also installed poster, wall writing in different places of the campus about voting rights, individual dignity, national unity, harmony, etc.
5. Morning assembly is done every day.

Above all the institution has sensitised both the student and employees about constitutional values, rights, duties, and responsibilities.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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 for 2023-24:**

1. Independence Day and Republic Day.
2. Teachers' Day. The institution organizes various competitions like Wall Magazine competition among the departments, Debating, etc. among students.
3. Death anniversary of legendary singer and Bharat Ratna late Dr. Bhupen Hazarika every year on November 5.
4. Human Rights Day.
5. World Mother Tongue Day
6. Constitution Day
7. National Voters' Day
8. Silpi Divas in commemoration of Jyoti Prasad Agarwal
9. World Poetry Day
10. Rabha Divas in commemoration of Bishnu Prasad Rabha
11. National Education Day
12. Children's Day
13. Saraswati Puja
14. Earth Day
15. International Women's Day
16. International Day of Yoga
17. World Environment Day
18. World Blood Donor Day
19. Rastriya Ekta Day
20. World Tobacco Day
21. Menstrual Hygiene Day
22. World Nutrition Day

**22. Women's Equality Day****22. Chatra Divas on the birth anniversary of Bodofa Upendra Nath Brahma**

Thus, the institution commemorates and observes almost all the significant days and events in every academic session.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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. Community and nearby schools outreaching
2. Encouraging Sports as a Career opportunity

**OBJECTIVES OF THE PRACTICES**

1. To reach out local community, schools, and villages for socio-economic and entrepreneurship development and promotion of Agri-based organic farming.
2. To create awareness on health, hygiene, road safety, environmental protection, and educational upliftment
3. To promote sports as a career opportunity.

**PRINCIPLE OF THE PRACTICE**

The institution has given added thrust to reach out the local community and nearby school students. Also, sports is promoted as a career option by privileging selected students to

participate in various inter-college football and Kho-Kho competitions.

#### CONTEXT

- To focus on Sustainable Development Goals 2030.
- To promote unconventional career opportunities.

#### THE PRACTICE

- Organizing extension programmes
- Instilling consciousness on health, hygiene, environmental, etc.
- Regular visit of faculties to nearby schools for class and awareness programmes.
- Facilitating practice of various sports and Engagement of coach

#### SUCCESS

- Close involvement with local community and schools
- Growing awareness on health, hygiene, gender equity, biodiversity conservation, and academic areas
- Won various prizes especially in football and Kho-Kho
- Got selected for playing at national level

#### PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED

- Insufficiency of fund
- Poor economic background of the targeted population
- Land crunch

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3 - Institutional Distinctiveness

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

The institution has given added thrust to reach out the local community, nearby school students and to imparting skills among

students during 2023-24. Here is give a brief account:

1. Awareness cum Sensitization Programme on HIV AIDS: Do's and Donot's on August 29, 2023.
2. Food Mela Cum Entrepreneurship Development Programme on 16/10/2023.
3. Free Eye Checking Camp at Gyanudaya Adarsha Bidyayala on 26/11/2023.
4. Road Safety Awareness programme on Road Safety: Do's and Donot's on 17/02/2024.
5. 7 Day Workshop on Soft Skill Development in association with KVK, Golaghat from

28/02/2024 to 06/03/2024.

1. Training Programme on Vermi Compost and Mushroom Development in association with Assam Agriculture University, Jorhat and KVK, Golaghat on 09/04/2024.
2. Awareness programme on Tobacco Free Society on World No-Tobacco Day on 31/05/2024.
3. Plantation on World Environment Day on June 5, 2024 at Panidihingia L.P School, Golaghat.
4. Free Health Camp at Goroimari High School on 06/06/2024 in collaboration with VKNRL Hospital, NRL.
5. Awareness cum Sensitization Programme on Girl Child and Physical Changes during Adolescence & Sexual Harassment and Legal provisions on 11-6-2024.
6. Awareness programme on Tuberculosis and Menstrual Hygiene on June 15, 2024 at Mohuramulh Higher Secondary School, Golaghat.

Besides these, the institution has conducted numerous other works in these areas.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

#### 7.3.2 - Plan of action for the next academic year

1. To conduct programme on NEP and FYGP.
2. To organize awareness programmes on AIDS, Mental Health,



and Examination related Stress management.

3. To conduct a workshop on Intellectual Property Right.
4. To conduct a programme on Road safety.
5. To organize an awareness programme of Fire safety and other disasters.
6. To introduce new Add-on courses especially locally relevant.
7. To associate with local industries.
8. To conduct extension programmes for community outreach.
9. To promote organic farming.
10. To conduct Career Counselling Programmes.
11. To organise awareness programme on environmental protection and biodiversity conservation.
12. To organize a program on waste management.
13. To emphasise on skill enhancement and personality development of students.
14. To create a research ecosystem.
15. To encourage blended learning and enrolment in SWAYAM/MOOCs courses.
16. To conduct FDP, Seminar, Workshop, Training Programmes, and Conferences for the faculties and administrative staff.
17. To encourage students for peer teaching.
18. To continue promoting sports as a career avenue.