



## **YEARLY STATUS REPORT - 2020-2021**

### **Part A**

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

<b>1.Name of the Institution</b>		<b>UJANI MAJULI KHERKATIA COLLEGE</b>
• Name of the Head of the institution	<b>DR. JAHNABEE LAHKAR BORUAH</b>	
• Designation	<b>PRINCIPAL</b>	
• Does the institution function from its own campus?	<b>Yes</b>	
• Phone no./Alternate phone no.	<b>03775271577</b>	
• Mobile No:	<b>7086205104</b>	
• Registered e-mail	<b>u.m.k.college@gmail.com</b>	
• Alternate e-mail	<b>umkcollege1973@gmail.com</b>	
• Address	<b>Principal, UMK College, P.O- Ratanpur Miri</b>	
• City/Town	<b>Majuli</b>	
• State/UT	<b>Assam</b>	
• Pin Code	<b>785105</b>	
<b>2.Institutional status</b>		
• Type of Institution	<b>Co-education</b>	
• Location	<b>Rural</b>	
• Financial Status	<b>UGC 2f and 12(B)</b>	

• Name of the Affiliating University	Dibrugarh University				
• Name of the IQAC Coordinator	Mr. Ajit Khanikar				
• Phone No.	03775271577				
• Alternate phone No.	03775271577				
• Mobile	7002812620				
• IQAC e-mail address	ajit.khanikar12@gmail.com				
• Alternate e-mail address	vidhan.kumar66@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	<a href="https://www.umkcollege.in/images/AQAR/AQAR_2019-20.pdf">https://www.umkcollege.in/images/AQAR/AQAR_2019-20.pdf</a>				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://umkcollege.in/images/calendar/2020-21_Academci_Calendar.pdf">https://umkcollege.in/images/calendar/2020-21_Academci_Calendar.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C+	61.40	2005	01/03/2005	28/01/2010
6.Date of Establishment of IQAC			01/08/2005		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Institutional 1	OIL	ICT Room, 2nd Int.	2020	784300	
Institutional 1	Toilet	RMSA	2020	22606	
Institutional 1	Admission Fee	Govt. of Assam	2021	2105362	
Institutional 1	Sensitization	Govt. of Assam	2021	17000	

<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>• Upload latest notification of formation of IQAC</li> </ul>	<a href="#">View File</a>	
<b>9. No. of IQAC meetings held during the year</b>	<b>2</b>	
<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>	
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>• If yes, mention the amount</li> </ul>		
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
Preparation of AQAR 2019-20 & 2020-21		
collection of feedback		
constitution of various committees for 2nd cycle of accreditation		
preparatory work for self study report		
processing registration of alumni association enrolled in the college		
<b>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</b>		

Plan of Action	Achievements/Outcomes
remedial classes	all honours student benefitted from remedial and online classes
Online Classes	remaining part of syllabus completed in the online mode
mentoring of students	weaker students benefitted by the scheme
<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 U.M.K.College	28/01/2022
<b>14.Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2022	21/02/2022
<b>15.Multidisciplinary / interdisciplinary</b>	
<b>16.Academic bank of credits (ABC):</b>	
<b>17.Skill development:</b>	
<b>18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)</b>	
<b>19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):</b>	
<b>20.Distance education/online education:</b>	

## Extended Profile

### 1. Programme

1.1	07
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	418
Number of students during the year	

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

2.2	154
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	51
Number of outgoing/ final year students during the year	

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

### 3. Academic

3.1	16
Number of full time teachers during the year	

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

3.2	16
Number of Sanctioned posts during the year	

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

<b>4.Institution</b>	
4.1	20
Total number of Classrooms and Seminar halls	
4.2	978837
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	8
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

The curriculum of the college is prepared by the academic council of the university. It is divided into units to be delivered within stipulated time in accordance with the Academic Calendar. The College follows the academic calendar prepared and circulated to colleges by the Academic Council of Dibrugarh University in the beginning of the academic session. However, modifications in certain respects are made by the College in dates and programmes added to adjust additional co-curricular and extra-curricular activities. The University provided the academic calendar two times during the session 2020-2021. The Curriculum is divided in the course distribution register to be discussed or to be deliberated in classes by respective teachers. The different units of the curriculum are distributed to teachers in the dept. Every dept. maintains course distribution register, class diary, remedial class register, on-line class register, internal examination record register and other documents related to seminars and group discussions. Every department conducts classes to complete all the units of the syllabi in different semesters. They also record the

results of students who appeared in different end semester examinations. During the current report period students and teachers resorted to internet readings, online teaching because newly trained curriculum required new books that were not available either in the library or in the market. Remedial classes and online classes were the only remedy for all the deficiencies in the system. Mentoring and counseling of students was also given due importance because of the corona disaster. In spite of all the restrictions the college managed to bring the students back on track to receive suggestions from mentors and class teachers. Thus the college has a well planned mechanisms for curriculum delivery and documentation of all the academic activities performed by the students and teachers in every department. Departmental meetings are held regularly to assess the progress of teaching the curriculum. The Principal of the college also takes stock of the curriculum delivery in the academic committee meetings. The teachers and students are motivated to pursue classes and mentoring systems to get maximum benefit for their academic progression.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="#">N/A</a>

#### 1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Continuous Internal Evaluation of students is a successful technique to evaluate the academic achievement of students in the existing CBCS pattern of Higher Education. Since 2019-20 session the University has introduced Continuous Internal Evaluation System that clear awareness and alertness of students towards regular attendance in classes, participation in group discussion, seminars and written internal tests called Sessional Test. Internal Evaluation marks (20%) are mandatory to create a particular semester programme. Similarly written tests are taken two times in a semester course. The performance of students in Internal Evaluation earns credits per marks which are added to the marks obtained in end semester or final semester examinations. 20% Internal Evaluation marks out of 100 are assigned to every paper. Successful Internal Evaluation helps students in securing high marks in the final examinations. It is necessary for getting high percentage of marks in their final result. Group discussion is the most important tool or reform made in the process of internal evaluation. It is also mandatory in

competitive examinations these days. Group discussion enhances the personality of students and develops their communication skills. Seminars also serve the same purpose of developing speaking skills along with creative writings that is crucial for making students independent in preparing their course. Questions and answers in the GD's and seminars have contributed considerably to the successful delivery of curricula beyond expectations. It is expected that the reforms initiated in continuous internal evaluation will boost the level of teaching and learning in the present CBCS system of Higher Education in the college.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	<a href="#">N/A</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**

D. Any 1 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	No File Uploaded

## 1.2 - Academic Flexibility

**1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**

**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

1



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

0

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

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

0

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

0

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

### 1.3 - Curriculum Enrichment

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

The college follows the curriculum framed by Dibrugarh University,

there is less scope for the college in integrating cross-cutting issues relevant to Gender, Human Values, Professional Ethics, Environment and Sustainability into the curriculum. The university prepares the syllabus of every department keeping in view all such issues. However, the college itself also takes several initiatives to deal with issues of professional ethics, gender, human values, environment and sustainability as extracurricular activities. The college has published a booklet titled "Institutional Code of Conduct and Professional Ethics". The booklet has all necessary instruction for students and teachers in attending and conducting classes, behaviours of students and teachers along with that of the non-teaching staff. Issues related to health and hygiene, sanitation and campus beautification, quotes from the writings of the ancient scriptures, great men of India and abroad. In the orientation programmes of students these codes of conduct are explained to the students. The booklet on "Institutional Code of Conduct and Professional Ethics" is made available in the library in the student union room and with the teaching unit of the college. The students and teachers are instructed to obey the rules written in the booklet. The violation of code of conduct is punishable as per the Institutional guidelines. The unit of the National Service Scheme (NSS) of the college often takes different initiatives related to human values, gender issues, environment and sustainability. The unit of the National Cadet Corps (NCC for Girls) has been active since it has been started in the college. This active NCC helps in breaking gender stereotypes among the students. The observance of Environment Day, Teacher's Day, Human Rights Day, Women's Day, Constitution Day etc, give a positive message among the students as well as in the society. The departments which undertake field study give immense opportunity to the students to interact with the people. Such study has certainly deepened the knowledge on gender issues, human values as well as on the environment. The college also organises yoga competitions, games and sports as well as cultural competitions in the college through students union, NCC and NSS.

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

### 1.3.2 - Number of courses that include experiential learning through project work/field

**work/internship during the year**

03

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

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

45

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

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

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	<a href="#">N/A</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

252

File Description	Documents
Any additional information	No File Uploaded
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

255

File Description	Documents
Any additional information	No File Uploaded
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

Both advanced and slow learners are identified with the help of in-semester and end-semester assessments and student mentoring programme. The departments assess the learning levels of the students with the help of classroom activity, questioning session, sudden test, seminars, group discussion and in-semester tests. Quiz competitions on various topics are also organized by the College and prizes are distributed through the departments to encourage good students and to assess the learning levels of all the students. Group discussion is one of the most effective tool to assess the learning level of the students where different topics are chosen, each member of the group has the opportunity to express topic based knowledge and teacher serves as the anchor of the session. For the advanced learners, discussion on advanced topics, group discussions and seminars are organized at departmental level. The Departments encourage them to write articles, papers and present papers in seminars and participate in inter-college, state and national level competitions. Similarly for the slow learners, remedial or extra classes are arranged. Group discussions are organized for peer-to-peer learning. Academic counseling is provided by the subject teachers. Parent teacher meets are organized to convey academic record or progress of their wards and seek assistance from the parents.

File Description	Documents
Link for additional Information	<a href="#">N/A</a>
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
418	18

File Description	Documents
Any additional information	No File Uploaded

## 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

Students are given opportunities to ask questions to teachers in the beginning and at the end of the classroom deliberation. The teacher asks a few questions after entering into the classroom and takes a verbal feedback from them. The teacher also assures himself or herself from the students how far they have been benefitted from the earlier class and how much successful the previous lecture of the teacher has been. The academic departments focus more importance on student centric methods rather than teacher centric methods. The departments organize various extension, community oriented, outreach programmes making students as active participants, so that students can build self-confidence, learn about themselves, understand the perspective of others and the community, acquire diverse experiences, build a sense of harmony and motive of dedication towards the locality. In addition to the theoretical knowledge, departments are striving for creating learning environment where students can able to acquire knowledge by doing or from direct experiences. Every teacher is inspired to give some homework to students and thereby the progress of students is assessed. In the classroom itself the teacher gives some multiple choice questions and very short answer type questions to students to be answered by them on the spot. The teacher gives correct answer to those questions that are given wrong response by students. Field work is conducted by various dept. related to population, vaccination, language and literature and so on. Students are encouraged to ask questions inside and outside the classroom to their teachers for proper counseling by teachers in different subjects. Questionnaire are prepared by all the teachers in all the dept. to arouse curiosity of students on a particular topic in the prescribed syllabus. Question banks are available in the library and the dept. for students so that they can make personal preparation on them and ask their teachers for problem solving on the personal level. Teachers have been in personal contact with the students of the departments.



File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	<a href="#">N/A</a>

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

The college is consistently pursuing in building a sound IT infrastructure for utilization in Teaching Learning Process. Every department has at least one Computer and LCD Projector. During the lockdown period most of the teachers in the college have conducted on-line classes. However, the college has not been able to provide proper sound system for bigger halls or classrooms. There is an ICT room on the first floor of the library building. There is a smart classroom on the first floor of the faculty building of the college. Power point presentation of prepared lectures is operational but due to un- interrupted power supply in the college the system have not been fully successful. The most remarkable achievement in the field of technology based teaching is the on-line mode of teaching. During the lockdown period a number of classes were conducted in the on-line mode because contact classes were not allowed by the Govt. There are sufficient number of computers, laptops and overhead projector to conduct big classes and meetings in the college. As per requirement these tools have been used for teaching students regularly. However. it has been experienced that students are more accustomed to contact classes in which they have more opportunities for interaction. In the technology based teaching English medium is more frequently used for students. So, they have some difficulties in understanding difficult words and phrases in English. For the benefit of students the teachers have to be bi-lingual using the Assamese medium of instruction. The use of ICT based teaching and learning has been quite successful during the current report period.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">N/A</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

16

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

### 2.4 - Teacher Profile and Quality

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

18

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

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

3

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

18

File Description	Documents
Any additional information	No File Uploaded
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.

Continuous Internal Evaluation of students is a successful technique to evaluate the academic achievement of students in the existing CBCS pattern of Higher Education. Since 2019-20 session the University has introduced Continuous Internal Evaluation System that creates awareness and alertness of students towards regular attendance in classes, participation in group discussion, seminars and written internal tests called Sessional Test. Internal Evaluation marks [20%] are mandatory to create a particular semester programme. Similarly written tests are taken two times in a semester course. The performance of students in Internal Evaluation earns credits per marks which are added to the marks obtained in end semester or final semester examinations. 20% Internal Evaluation marks out of 100 are assigned to every paper. Successful Internal Evaluation helps students in securing high marks in the final examinations. It is necessary for getting high percentage of marks in their final result. Group discussion is the most important tool or reform made in the process of internal evaluation. It is also mandatory in competitive examinations these days. Group discussion enhances the personality of students and develops their communication skills. Seminars also serve the same purpose of developing speaking skills along with creative writings that is crucial for making students independent in preparing their course. Questions and answers in the GD's and seminars have contributed considerably to the successful delivery of curricula beyond expectations. It is expected that the reforms initiated in continuous internal evaluation will boost the level of teaching and learning in the present CBCS system of Higher Education in the college.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="#">N/A</a>

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

The college has adopted the following mechanisms to deal with grievances pertains to internal examinations; First of all, obtained scores are displayed in the departmental notice boards and evaluated answer scripts are shown to the students. If there is any grievance from student side, he/she can approach the class teacher or Head of the department.

1. Answer scripts of the student who lodged the grievance are re-evaluated by the same or another teacher of the department and intimate the marks to the student within 2- 3 days.

2. Generally we find that students have not lodged any complaints regarding the internal evaluation, tests results or results of seminars and group discussions.

3. If the student fails to appear in the written tests, fresh test is taken for the concerned student and marks obtained is final and binding.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="#">N/A</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.

All the programmes offered by the college and the outcomes of the stated programs are uploaded in the college website. Students are additionally informed about the details of the program through the college prospectus published at the beginning of every academic session. The objectives of the courses offered by the college are addressed by the Principal of the college on the day of orientation of students. After admission of students in the 1st semester

programme an orientation programme concerning various academic programmes are discussed by the Principal and the Heads of Dept. to apprise the students of the aims and objectives of different courses, the scope of different courses in the market of employment. Graduation students are also given proper counseling by experts invited by the Institution. The guardians, the alumni and all other stakeholders of the college are made aware of the programme outcomes and achievements of students. The teachers of the college are encouraged to attend seminars, workshops and FDP's related to the on-going courses in the Institution. For effective teaching and learning experience, the knowledge of the scope of a particular subject is quite essential. There are provisions of Institutional orientation for teachers regarding effective methods of their programmes. Thus, through the prospectus, the college website, the University prescribed syllabus and career counseling the students teachers and all other stakeholders are well informed about the programmes approved in the college in which students get admission.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="#">N/A</a>
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The college makes an assessment of student progression from graduation to the post graduation level. Generally four or five students are admitted to post graduate classes and some of the students prefer to join distance learning to join different types of diploma and certificate courses. Students are given specialized counseling for competitive examinations like ACS, IPS, IAS, Banking, Railway and teaching jobs. During the report period also one such programme was conducted by the college. On the basis of student feedback the college evaluates the outcome of the programmes conducted in the college. Being a single stream arts college, it has a very limited scope in matters of employment generation. There is no question of campus placement with regard to the graduates coming out of the college. Some bright students have completed post graduation and got appointment as College teacher and school teacher. Some of our products are also in defence sector and banks.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="#">N/A</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

51

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	No File Uploaded
Paste link for the annual report	<a href="#">N/A</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://www.umkcollege.in/images/Student\\_Satisfaction\\_Survey\\_SSS\\_2020-21.pdf](https://www.umkcollege.in/images/Student_Satisfaction_Survey_SSS_2020-21.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	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	<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	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	<a href="#">N/A</a>

### 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

03

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

03

File Description	Documents
Any additional information	No File Uploaded
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

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded

### 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

Various extension activities were conducted by the NSS, NCC, and other students of the College.

1. International women's day was organized by women cell, NCC, IQAC, NSS and wing of the college.

2. International forest day was observed by the college in collaboration with NCC girls wing and the NSS unit of the college.

3. As initiatives of Azadi ka Amrit Mahotsva, Swachha Abhiyan and green campus programmes were organized by NSS unit of the College.

4. World environment day observed by NCC unit of the college on 5th June 2021

5. International girl child day observed by the college on 24th January 2021 by women cell ,IQAC, NSS & NCC unit of the college

6. International yoga day was observed in on-line mode by NCC unit of the college on 21 June 2021

7. Lighting of candle by the NCC Cadets of the College to condole the death of Bipin Rawat, his wife and eleven others soldiers in helicopter crash on 10-12-2021

File Description	Documents
Paste link for additional information	<a href="#">N/A</a>
Upload any additional information	No File Uploaded

### 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	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

### 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

0



File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
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

0

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

0

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

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

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



0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
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.

The College has adequate infrastructure and physical facilities for teachers students and office staff to run the college smoothly. there is an administrative building with a conference hall and two big halls on the ground floor with lavatory and wash room properly constructed and with drinking water facility. on the first floor there is principals chamber, IQAC office and college office. there is a central library in which there is adequate space for reading rooms, stock rooms and librarians office. At-least 60 students/ teachers can study in the reading room at a time. students and teachers visit the library regularly and study according to their choice and disciplines. drinking water facility along with washroom are available in the library. on the first floor of the library we have our ICT room for use of students and teachers. the ICT room is furnished with computers and internet facilities and furniture. there are 20 classrooms in the college and a big auditorium newly constructed. 500 people can seat in the auditorium and it uses for large meetings and seminars. there is a faculty building for all the teachers of the college divided into 7 rooms for seven dept. there are indoor and outdoor stadiums for students. to play games and perform yoga, meditation, training of games and sports and other activities. the College has a big playground where football, volleyball and cricket are played and practiced.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="#">N/A</a>

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

The college has adequate facilities for indoor and outdoor games in indoor and outdoor stadiums. We have a very spacious indoor stadium where students play various types of indoor games. They can also attend training programmes on yoga and meditation. Karate training and gym can also be practised in the stadium. Regular badminton, table tennis and other indoor games are being played by students as and where they are free from classes. Outside participants of outdoor games are provided lodging facilities in the outdoor stadium building. There is a gallery constructed in front of the playground where spectators can enjoy the games played there. Inter college volleyball competition was held in the college playground with 26 teams of students from various colleges of the university. Our college volleyball team also participated in the tournament. The college managed lodging and food of all the participants and their accommodation was provided in the college. The college student union organizes cultural competitions in the college on fresher's day, on independence day, college week, saraswati puja and several other observation days. Musical instruments like harmonium, tabla, khol, dhol, flutes, etc are available in the student union room where students play on the instruments and practice for their presentation in the college cultural programmes and inter college competitions. An elected students union of the College with members having different portfolios, like Games Secretary Cultural Secretary manage various programmes like Games competition, Cultural competition in the College

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="#">N/A</a>

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

**Classrooms-16, Seminar halls-1, Smart classroom-1****4.1.3.1 - Number of classrooms and seminar halls with ICT facilities****01,01**

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="#">N/A</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)****1365735**

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
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)**

**LIBRARY IS AUTOMATED USING ILMS DURING THE CURRENT REPORT PERIOD. ALL THE BOOKS, JOURNALS, NEWSPAPERS, ENCYCLOPAEDIA, COURSE BOOKS, REFERENCE BOOKS ETC ARE RECORDED IN THE COMPUTER CATALOGUE. LENDING OF BOOKS TO STUDENTS AND TEACHERS ARE BEING RECORDED IN THE REGISTERS IN MANUAL SYSTEM. THE COLLEGE HAS NOW TAKEN INITIATIVE TO COMPUTERISED THE LIBRARY WITH A NEW SOFTWARE THROUGH WHICH RECORDS OF BOOKS LENT CAN BE SAVED IN THE LIBRARY COMPUTER.**

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	<a href="#">N/A</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**

**E. None of the above**

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

**58775**

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<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**

**300**

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

### 4.3 - IT Infrastructure

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

The College has provided an emphasis on the maintenance and utilization of IT facilities to ensure efficient functioning. Computer maintenance is done regularly and non-reparable systems are disposed of. There is an IT Committee for making necessary purchases as per recommendations received from the teaching departments/ administrative office of the college. The Committee takes stock of the IT infrastructure of the college and is responsible for timely up-gradation of the IT resources as and when necessary. The college has about 8 computers, 1 computer labs, 2 internet-connected systems with 100 MBPS wi-fi

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="#">N/A</a>

#### 4.3.2 - Number of Computers

30

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

#### 4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

#### 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)

978837

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
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 Procedures and Policies for maintaining all types of academic and support facilities including Library, Sports, Computer, Class-rooms etc are guided by the Governing Body of the college. Books are purchased for the library at the beginning of each semester programme considering the requirements prepared by the every department. Books on the changed curriculum are given preference to make it convenient for the teachers and students in proper delivery of curriculum. The requirements of indoor and outdoor games are proposed by Committee concerned and approved by the Finance Committee for sanction of fund by the Governing Body. Similarly fund required for maintenance of computers, class-rooms, teaching and learning equipments, repair of infrastructure, maintenance of NSS, NCC, Extension activities etc are managed through Program Officers headed by the Principal and approved by the Governing Body. The NSS Programme Officer maintains stock -registers of materials and equipments purchased along with expenditures incurred on conduct of



programmes undertaken. The Students' Union has a separate fund for various activities like publication of magazine, sports, common-rooms, festivals and for organizing competitions in Games and Sports, Seminars, Quizzes etc belonging to curricular and extracurricular activities. The management of Girls' Hostel is done by the Superintendant in consultation with the Head of the Institution. Professors' in-charge of various portfolios of Students' Union provide proper suggestions and guidance in functioning of the Students' Union. The Examination Committee looks after the management of the examinations properly.

**Physical Facilities :** [Infrastructure / stadium] - The college has a well-planned mechanisms for maintaining physical facilities like proper maintenance of classrooms, ICT Room, sports stadium, i.e, indoor and outdoor games facilities. Drinking water of aqua guards filtering systems, washrooms, etc. are maintained by the infrastructure committee. Toilets and bathrooms are regularly cleaned to provide a hygienic service to students, teachers and all other users. 2]

**Academic Facilities :** [ Library, Classroom, Curriculum] All the Heads of the Dept. are members of the library and ICT committee of the college. Purchase and maintenance of books, newspapers, journals and all the requirements relating to the library are managed by the library committee. The construction committee looks after the maintenance of classrooms, blackboards and problems of students like those of electricity, fans, lights etc.3]

**Support Facilities :** [National Cadet Corps / National Social Service /Computer/Sports]

The National Social Service programme officer and the National Cadet Corps CTO have to carry out a number of activities like sanitation, sanitization, vaccination, organizing awareness, meetings, campus beautification, plantation and Swachhata Abhiyan and observing deference days of National importance and ethical values To maintain a neat and clean campus, free plastic zone, garbage disposal etc, the NSS and the NCC of the College keep a constant watch. The student union of the college organize sports events and prof-in-charge of the Union presents a budget for college week, sports competitions and purchasing equipments through as systemic procedure and all budget expenses are audited by the auditors appointed by the Governing Body.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="#">N/A</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****263**

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
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****405**

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

**D. 1 of the above**



File Description	Documents
Link to institutional website	<a href="#">N/A</a>
Any additional information	No File Uploaded
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

0

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

0

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

**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	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

## 5.2 - Student Progression

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

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

1

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

### 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

03

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
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**

0

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

**5.3 - Student Participation and Activities****5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

**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 Students' Union of the College is an elected body of representatives of students. Every year, the Union Body is constituted through General Election in which all the students have Voting Right. Normally, there are President, General Secretary, Games Sports Secretary, Cultural Secretary, Magazine Secretary, Social Service Secretary etc who organize different activities like organizing events of sports and cultural competitions in the College at regular interval. For academic progression of the students, debate competitions, literary competitions (recitation, on the spot essay writing, poem competition, extempore speech and lecture) etc

are organized on prominent dates of Great Writers and Poets, Birth and Death anniversaries of eminent personalities to inspire learners to inculcate quality of character and values of life and personality. In the composition of the IQAC, there is a representative of the Students' Union of the College. Students have also their participation in mentoring unit, Election Committee, Anti - Ragging Committee etc. Administrative Bodies : Students are a part and parcel of the institution. They are the primary stakeholders of the college. They also represent student community in organization like TMPK, ASSU who take initiatives in community awareness and consciousness towards social, economic, and educational backwardness the Governing Body of the College. Guardians' representative is also a member of the GB. Committees of the Institution: Existing students and Alumni are members of various committees of the institution. In the Anti- ragging committee, Women's cell and welfare committee, students members represent the student community. Day by day students representation in various committees has been an important initiative of the College.

File Description	Documents
Paste link for additional information	<a href="#">N/A</a>
Upload any additional information	No File Uploaded

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

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

**Nil**

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

## 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

Ujani Majuli Kherkatia College Alumni Association contributes to the overall development of the college through financial as well as other support services. There are nearly 50 ex-students of the college who are the enrolled Alumni of the association. During the previous year the association has donated 3 Aqua Guards for the library and the faculty building. Regular meetings of Alumni Association are held to discuss the burning problems of the institution and student community. Regularity and punctuality of students, performance of students in the examination and competitive examinations are some of the agenda taken up by the Alumni Association. There are 17 executive committee members in the association. There is a constitution/ by-law of the association that is strictly adhered to by all the Alumni of the College. The students of the association are always active in matters related to the development of the college and students. The Society registration process of the Alumni association is under process and is likely to be completed in a month or two.

File Description	Documents
Paste link for additional information	<a href="#">N/A</a>
Upload any additional information	No File Uploaded

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

The college was established in 1973 with a vision of educating the downtrodden tribal communities of the locality. In the changing scenario of higher education it becomes imperative to keep in tune

with the technology based education. The college has succeeded in providing education to the lowest strata of the society for whom higher education was a far cry in the wilderness. The nearest college was 40Km far from this location. So the stakeholders established this college to meet the requirements of the people for higher education. The first cycle of assessment and accreditation was conducted in 2004-2005 and acquired C+ Grade. The college endeavored its best to implement the suggestions and recommendations made by NAAC Peer Team. We constructed Women's Hostel, Faculty Building, Administrative Building, Classrooms and managed other infrastructure facilities required for student and teacher amenities. Gradually, we upgraded library facilities with ICT room to cope with the challenging needs of Higher Education. Although, technology based classes have been conducted but still there are several steps to go forward in this direction. The management has been trying its best to conform to the Vision and Mission of Higher Education in the college. The college code of conduct is strictly adhered to. The academic calendar, delivery of course contents etc. have been done to achieve the Mission of the college. The Academic Committee of the College comprising all the HOD [Heads of Departments] have a participation in the overall administration of the College. The appointment of contractual teachers and non-teaching staff has been made regularly to manage the work load of teachers and non-teaching staff. There is a Purchase Committee constituted by the Governing body of the College to make plan and estimates of necessary procurement of equipments related to academic and infrastructure requirements of the College. Decentralization of Management: There are various committees constituted by the Governing body of the college. For instance, we have library committee, construction committee, academic committee, finance committee and so on. All these committees comprise of Heads of different departments, other teachers and students who have their participation in various committees and thereby conform to the concept of decentralization of college management. In the procurement of books, infrastructure materials teaching aids etc the recommendations of these committees are implemented by the Governing Body. The college teachers' unit and the welfare fund committee are also examples of internal democracy and decentralization in the college. Participative Management : Although the college is headed by the Principal and the Administrative Body is headed by the President of the Governing body, there are adequate representations of teachers, guardians, students and local student organizations along with academicians, university nominees who formulate policies and guide the head of the institution in all matters related to administration. All the stakeholders and social groups have proper participation in the college management.



File Description	Documents
Paste link for additional information	<a href="#">N/A</a>
Upload any additional information	No File Uploaded

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

The leadership of the college admonition is in the hands of the Principal and the Governing Body of the College. There are various committees formed by the GB viz, the academic committee, the construction committee, the student union body, the alumni,, the library committee and so on. All the decisions in matters of academic, administrative and student related activities are discussed in respective committees and forwarded to the GB. The GB takes resolution to provide funds on infrastructure and academic expenses for which a budget is prepared by the Principal in consultation with the concerned committees. Therefore, the management of the institution is participative and decentralized so that the Principal,. the teachers, the students and the alumni function as a part of the institutional management. The Principal is not the only decision making person but a coordinator of all the stakeholders of the college. The institutional practices such as Swachha Bharat Abhijan, Neat and Green campus, Plastic Free Zone, Tobacco and Drugs Free Zone, Sanitation Drive, Water Conservation, Extension Activities, Gender Sensitization, Anti-Ragging Committee activities, all are participatory activities in which students, teachers and the management are actively involved.

File Description	Documents
Paste link for additional information	<a href="#">N/A</a>
Upload any additional information	No File Uploaded

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college has well - planned strategies for all aspects of the institution including curriculum delivery, infrastructure development, teaching and learning activities extracurricular activities with future plans of action are reflected the college

website and prospectus. Students & teachers strictly follow all the guidelines of the institution written in the code of conduct. Teachers are responsible for delivering lectures, conducting on-line classes, remedial classes, mentoring programmes and other strategies for student progression. Student counseling is also managed by experts in the field of competitive examinations from time to time. There is a continuous effort of the institution to maintain regularity and punctuality of students in the curricular and extracurricular activities. Internal assessment in the CBCS system of Higher Education is a continuous process based on transparency and student grievances are redressed properly in due time. Management of fund, employees, loan facility, teaching and non-teaching staff recruitment and other strategies are supported by a visionary plan effectively implemented in the institution.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="#">N/A</a>
Upload any additional information	No File Uploaded

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

The college has attained Provincialised category status by the State govt. of Assam since 2005 having a three Tier administrative hierarchy of the UGC, the state Govt. and the GB on financial and academic levels. The Governing Body is the apex administrative body constituted by the Director of Higher Education, Assam as per the guidelines of the govt. of Assam. The service rules of the teachers are guided by the UGC and the service rules of the non-teaching staff are governed by the Govt. of Assam. The GB consists of an educationist as the president and principal as the secretary. There are 10 - 15 members in the GB who are selected from various stakeholders like guardian member, female representative, SC/ST representative, teacher representative, university nominees, society representatives and so on. The appointment of teachers and non-teaching staff are made by the GB through a selection committee formed according to the guidelines of the govt. and the university. The appointment process is transparent as it is a two tier verification and appointment process. The DHE office has an expert committee of officers and academicians who finalize the appointment of teachers and it is approved by the DHE. The leave rules of



teachers and the non-teaching staff are governed by the UGC, University and Govt. of Assam. The leave rules prescribed by the UGC are followed in letter and spirit : casual leave, special leave, maternity and paternity leave, medical leave, earned leave, child care leave, commuted leave are granted to the college staff as per UGC guidelines. The administrative set up consists of a principal, a vice - principal , head of the dept. etc who are under the GB. A teacher avails leaves on valid grounds and his application is routed through the head of the dept. who is responsible for managing classes in absence of the teacher. Every dept. maintains course distribution register, class diary and records of internal assessment procedures adopted by the dept. So, the institutional bodies are effectively functional in implementing the policies and procedures in matters related to academic activities, appointment and service rules.

File Description	Documents
Paste link for additional information	<a href="#">N/A</a>
Link to Organogram of the Institution webpage	<a href="#">N/A</a>
Upload any additional information	No File Uploaded

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

A. All of the above

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

### 6.3 - Faculty Empowerment Strategies

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

The college has a very effective welfare scheme for all the teachers and non-teaching staff called "U.M.K. College Teachers and Employees Welfare Fund". All the teachers and non-teaching staff are members of this fund and contribute 2000 rupees per month to the fund. The total amount of the welfare fund is nearly 50 lakh from which every eligible member can take short term and long term loans which can be repaid in installments. If any member suffers from a serious ailment, he/she is provided emergency loan without interest. Permanent employees of the college are also eligible for availing loans from the GPF fund to be recovered in 20 equal installments. They can also take loans from the banks for which the principal is a guarantor. Although, Saturdays are holidays in Govt. offices, there is no such holiday in the college because of the increasing workload in the college. The salaries of temporary teachers and non-teaching staff are managed from the internal college fund that requires nearly 1 lakh per month because the Govt. has not appointed any Grade III or IV employee in the college during the last 10 years. The college has to manage all the non-teaching staff salary from its own resources. There is no permanent non-teaching staff in this college now. Benefits of leave, VRS scheme, Gratuity, pension facility, Leave Encashment, Family Pension, GPF, GIS, etc. are available to all the regular teaching & non-teaching staff of the College at par with state Govt. employees.

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

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

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

6

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<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****3**

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<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****05**

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

The College has a systematic performance appraisal for teachers and the non-teaching staff of the college which is prepared by teachers and the non-teaching staff based on their academic activities and extracurricular activities for their promotion. However, the DHE, Assam, has made it mandatory for the head of the institution to prepare appraisal report annually and submit the same to the Higher authority. All the academic parameters (API) are taken into consideration for promotion of teachers from Stage I to II, II to III and III to IV ( From Junior to Senior scale of pay, from Senior to Selection grade of pay and from Selection grade to Associate grade scale of pay).The API of teachers based on the UGC guideline, Publications, Seminars, FDP'S, STC'S, Workshops, RC and OC, etc are taken into consideration for promotion. Besides these activities the teacher's role in the corporate life of the college in various curricular and extracurricular activities, NCC,NSS, Examination, Question setting, Invigilation, Duties as Assistant Officers, Supervising Officers etc are considered for API marking. The regularity and punctuality of teachers in conducting classes in keeping departmental records, seminars, group discussion, home assignment and evaluation work are other important parameters for preparing appraisal reports. The regularity and punctuality of the non-teaching staff, quick service to the concerned staff and management of classroom ICT rooms, library and administration are the parameters for promotion. If a teachers fails to acquire the minimum API marks in the stipulated in the year, he/she is not recommended for promotion

File Description	Documents
Paste link for additional information	<a href="#">N/A</a>
Upload any additional information	No File Uploaded

## 6.4 - Financial Management and Resource Mobilization

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

The college conducts internal and external audits of all the funds received from the Govt. and other agencies like the UGC, RMSA. Internal audits have been completed upto 31-12-2021. External audit or Govt. audit has been completed from 01-04-2007 to 31-03-2016. In 2021 these audits have been done two or three times during the

report period. The objections raised by the auditors have been settled in time but still there are several objections raised by the auditors and the GB. Disciplinary action will be proceeded against the Principals who fail to settle audit objections in time. The college has the authority to stop pension of Ex-Principals who have not been able to settle audit objections. The existing principal and the GB are authorized to take necessary action against the defaulters. After the retirement of permanent Principal in 2019, a thorough internal audit was ordered by the GB and by the end of 2021, all the pending audits from 2007 onwards have been completed. There are a number of objections raised by the Govt. auditors which have not been settled so far. We hope that the objections will be settled soon and further audit procedure will be initiated in a time bound manner.

File Description	Documents
Paste link for additional information	<a href="#">N/A</a>
Upload any additional information	No File Uploaded

#### 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)

784300

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

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

The college received funds from the UGC, RMSA, Oil India Ltd and Govt. of Assam. Due to non-compliance of Govt. guidelines and mandatory accreditation by NAAC, the college has failed to receive grants from the UGC for the last three years. Therefore, no significant infrastructure work has been done during these years.

Only a few grants from OIL and Govt. of Assam recurring grants as tuition fee for students have been received by the college. There is no source of fund mobilization from other non-govt. agencies or philanthropists. The college has proposed that every teacher should donate rupees 5000 to the library to increase the number of books and enhance other facilities in the library. There is no source of income of the college except UGC and Govt. grants. Whatever grants the college has received from the UGC and Govt. of Assam since 2005 or the time of the first cycle of NAAC Accreditation, have been fully utilized in constructing buildings, hostel, washrooms and offices to meet the needs of the institution which are essential for the college. The college requires more funds to update technology based education and construction of buildings. More classrooms will be required as proposals for new streams like Commerce and Science have been submitted to the Govt.

File Description	Documents
Paste link for additional information	<a href="#">N/A</a>
Upload any additional information	No File Uploaded

## 6.5 - Internal Quality Assurance System

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

The IQAC of the College functions under the co-ordinator of Mr. Ajit Khanikar, Associate Professor, Dept. of English of this college has taken the responsibility of preparing and submitting AQAR'S ( 2019-20, 2020-21). The AQAR for 2019-20 has been already submitted to NAAC. Although quality assurance is a big challenge in this backward and educationally undeveloped and financially poor society, the efforts have been made to enhance the academic standard of this institution. The IQAC has collected feedback from all the stakeholders of the institution i.e. students, teachers, administrators, parents and alumni. Receiving the feedbacks, the committee has analyzed and earmarked several loopholes of the institution, drawbacks of students and teachers, requirements of student amenities, lack of protection due to lack of a permanent boundary wall, students reluctance to attend classes regularly and curriculum delivery shortfalls. Guardian meetings, alumni meetings, IQAC meetings have been convened from time to time to solve all problems related to the functioning of the institution in a befitting manner. Remedial classes, online classes, mentoring and counseling orientation of the students regarding courses and code of



conduct, anti-ragging activity, clean and green campus, NSS, NCC activities have been conducted for the over-all development of the college. These activities will be continued regularly in future so that quality becomes our culture, cleanliness, sanitization, healthy and hygienic lifestyle, social participation, community awareness and institutional values and practices are reflected in the activities of the college IQAC

File Description	Documents
Paste link for additional information	<a href="#">N/A</a>
Upload any additional information	No File Uploaded

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

The college IQAC not only performs activities related to NAAC but also reviews the academic environment of the college. Although the heads of the dept. also convene meetings to assess the progress of curriculum delivery in every semester programme, the academic committee is responsible to the college IQAC coordinator. The IQAC studies the results of students and reviews the outcomes every year. Several students who passed BA programme from the College and fail to get admission as regular MA students, are given opportunities to study in the Distance Mode in this College. Many of them have successfully completed MA course from this College. The deficiencies in the curriculum delivery, progression of students, pass percentage and students admitted to the higher classes are also recorded by the college IQAC. It is observed that the pass percentage of students is satisfactory in the college but the outcome is not satisfactory. A few students are admitted to M.A classes and very few of them have got govt. jobs. Many of them are engaged in agriculture activities, fishery, business, etc. As the locality is completely rural, tribal and remotely situated, the college has not been able to produce expected student outcome. As students belong to a very poor family background of farmers, they have no money to buy even smart phones that they can use as a learning tool. The IQAC has been constituted as per the norms prescribed by NAAC. A long gap after the cycle I accreditation of the college in 2005, the college is making another attempt for cycle II accreditation. The incremental improvement of the students is a matter of concern for the college and the IQAC. However, continuous efforts of the IQAC is expected to achieve the objectives of education and academic achievement of students in the



college.

File Description	Documents
Paste link for additional information	<a href="#">N/A</a>
Upload any additional information	No File Uploaded

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

**D. Any 1 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="#">N/A</a>
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
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**

The college has 70% students belonging to the female category. Therefore, the college is always sensitive to the needs and protection of girls inside and outside the campus. There are separate toilets for girls attached to the girl's common room. There is a women cell in the institution to look after the grievances of girls particularly with regard to ragging, eave teasing and any other such incidents that may take place in the classes or in the campus as the college is co-educational. During the current report period the college organized a special " Self Defence Training

Programme" in collaboration with the state level advisory committee for students and youth welfare, Govt. of Assam in this college campus. The programme was a nine day training programme in which special training was given to girls regarding their self-defence. It was a highly successful programme in which more than one hundred students participated. Every year in the beginning of the academic session Anti-Ragging committee is constituted in the college in which three teachers ( one women teacher) one alumnae and one administrator are committee members. These year also International Women's Day and Girl Child Day was organized by the college to sensitize all stakeholders of the college towards gender parity and equity.

File Description	Documents
Annual gender sensitization action plan	<a href="#">N/A</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="#">N/A</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**

**D. Any 1 of the above**

File Description	Documents
Geo tagged Photographs	<b>No File Uploaded</b>
Any other relevant information	<b>No File Uploaded</b>

**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**

College ensures that the different types of degradable and non degradable wastes are properly managed and disposed of. These are as follows: Solid waste management following : 1. Bio-degradable and non-degradable waste bins are placed in front of the classrooms and academic buildings. 2. These wastes are collected every day.

Biodegradable wastes are placed in composting pits which are later on used as manure for gardens of the college. 3. Non-Degradable wastes are moved to places where there is no cultivation or public residential area. 4. There is no separate solid waste incinerator, but it is dumped in ditches. Non-degradable wastes management: E-wastes such as computers, batteries, and other electrical and electronic parts are sold directly to vendors which ultimately leads to safe disposal. Liquid Wastes Management: Liquid wastes from toilets and lavatory are disposed of in public drainage near the PWD road.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="#">N/A</a>
Any other relevant information	No File Uploaded

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

D. Any 1 of the above

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

**7.1.5 - Green campus initiatives include**

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

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

C. Any 2 of the above

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

  

<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 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</b>	<b>D. Any 1 of the above</b>

  

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

  

<b>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</b>	<b>A. Any 4 or all of the above</b>
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File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

The college has always taken initiative to create an inclusive environment in the campus. As there are students from only the Hindu community belonging to the tribal and non-tribal communities, there is little scope for the disturbance of communal harmony. However, social and cultural differences always exists in our society. We have a society in which there is no incident of communal riots or differences. Caste system is not so rigid as in other parts of the country. Inter-caste marriages are popular between tribal and non-tribal communities and between high caste and low caste, between people of different states living in Majuli and the N.E. Assamese is the common lingua franca used by all communities and students of the college. The Mising people speak the Mising language , so do the students. No clash of students of different linguistic background have been reported in the college Grievance Reddressal Cell. Even non-mising students of the college learn missing language and sing missing folklores and perform in missing plays. Keeping in view the college observes missing Ali-aye-ligang festival like the Medam-Mefi festival of the Ahom Community. The festivals days of different communities are observation days in the college. The college has prescribed uniforms for boys and girls which are mandatory for all students. Hence, the college maintains cultural linguistic and communal harmony in every respect.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

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

The college takes immense pride in inculcating the constitutional spirit within the members of the college. It has done so in the following ways: 1. The observance of a road safety rally "Sadak Suraksha Jeevan Suraksha" on 11th February, 2021, on the occasion of National Road Safety Week in collaboration with the DTO OF Majuli District and NCC, NSS. of the college. 2. A Voter's Awareness Programme through street play was conducted within the college premises on 11th March 2021. The programme was organized by the District Administration of Majuli, in association with a local NGO. 3. On the eve of the Legislative Assembly election in Assam, the Department of Political Science in association with NCC of College in order to raise awareness on the importance of voting. 4. Awareness programme on "Girl Child Day" was conducted by the college on 24th Jan 2021. 5. The celebration of "Constitution Day" on 26th November every year by the NCC, which was done in collaboration with the Department of Political Science this semester. 6. The observance of "Human Rights Day" on 10th December was conducted by Annual Quality Assurance Report of U.M.K. COLLEGE every year by the Department of Political Science. 7. Institutionalisation of Safai Abhiyan and tree plantation on the occasion of Gandhi Jayanti on 2nd October by the NCC.

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

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is**

**A. All of the above**



a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

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

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

The college has a tradition of celebrating the Birth Anniversary of the Father of the Nation, Mahatma Gandhi, Bharat Ratna Dr. Bhupen Hazarika, Kola guru Bishnu Prasad Rabha Divas, Silpi Divas, Bir Chilarai Divas, Lachit Divas, and other prominent personalities in view of the local as well as national importance of these inspiring great men. Independence Day and Republic Day are observed in the college with NCC parade and Swachhata Abhijan programmes in the college in a befitting manner. Teachers day is celebrated on 5th Sept. every year on the birth anniversary of Dr. Sarvapalli Radhakrishnan. The birthday of Pt. Jawahar Lal Nehru, the first Prime Minister of India is observed as Children's Day. The birthday of Sardar Vallabhbhai Patel, the Iron Man of India is celebrated as National Unity Day on 31ST Oct.

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

## 7.2 - Best Practices



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

#### Best Practice I

1. Title of the Practice: Swaccha Bharat Abhijan.
2. Objectives: The objective of practice is to keep the college campus neat and clean and eco-friendly. The college campus is planted with many trees that provides shade and shelter to students, teachers and visitors. Due to corona -19 pandemic first and second waves and extra clean campus was provided to students, sanitized classrooms, mask etc were used by students. The practice guarded the students against corona infections.
3. The Context : Cleanliness Campaign is the most relevant practice adopted in the Institution during corona restrictions. The Govt. of India, Govt. of Assam, The Director of Higher Education Assam, The local and college administration have taken up the initiatives in all offices including the college by order and notification from time to time.
4. The Practice: Constant sanitization programmes, sanitization of offices and classrooms, wash rooms, stadia, rest rooms, installing contactless sanitizers' at various entry and exit points, usage of dustbins etc were the prominent highlights of the practice. Awareness meetings against corona infections were held regularly.
5. Evidence of success: The practice of Swachha Bharat Abhijan hence resulted in converting the college campus into a green and clean one. Plantations and around the campus has added beauty to the ambience. Constant maintenance of trees, cleaning dry leaves, watering flower plants and dead have added wings to the beauty of the campus. Clean habits have resulted in containing corona infection. Corona testing indicated that only two students were found infected during the first wave and no case was detected during the second wave.
6. Problems Encountered and Resources Required: In the initial stage sanitation and beautification initiatives encountered various challenges. Guardians did not like to send students to college for fear of corona infections. So, it was difficult to find volunteers for any work. The practice required funding which was managed with assistance from the Govt. and the college fund.

**Best Practice II**

1. **Title:** Technology Based Learning and Faculty Development
2. **Objectives:** The objectives of the practice were to benefit both students and teachers in teaching as well as developing acumen of teachers through online faculty development programmes and participation in online seminars, workshops and short term online courses.
3. **The Context:** In the wake of the second wave of corona pandemic the practice became more relevant to the context. The contact classes were closed, so online teaching - learning became the only alternative available.
4. **The Practice:** Most of the teachers attended online seminars, workshops, FDP'S and ST'S. Simultaneously online classes were conducted on the Honours level students in different semester.
5. **Evidence of Success:** A large number of students were benefitted from the online classes. Courses prescribed in the curriculum were completed online. Examinations were also conducted in the online mode and results published in the same mode.
6. **Problems Encountered and resources required:** Work from home encountered some problems due to non-availability of smart phones in the hands of some students. So the students who have smart phones would benefit from the classes. They also helped their classmates in listening to their lectures during the deliver session of the online class.

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

**7.3 - Institutional Distinctiveness**

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

**Institutional Distinctiveness:** The vision and priority of the Institution are centered round the tribal community development and their academic advancement. Education is the only sector that needs to be strengthened to ensure their development. Although the literacy rate among the tribal students is above 70, the improvement of quality in results and overall education is still very poor. In spite of the facilities and reservations in jobs for Scheduled Tribe [ST] category, majority of our students are deprived of jobs. Therefore it is the challenge of the Institution to provide quality

education and produce students with good quality, so that they can be employed in Government and private sector jobs. For this purpose, continuous counseling of students for preparation of competitive examinations have been conducted from time to time. There is an NCC group of cadets who are continuously motivated for physical fitness and equipped themselves for jobs in the Defense sector. Some of the students have also got jobs in Assam Police and the Army. In the Education sector also, there are School Teachers, Assistant Professors among the Alumni of the College. Initiatives have been taken to inspire students and parents to ensure maximum regularity and punctuality in classes. Parents meetings have been organized to achieve this objective. Nearby Institution have been consulted and rather contacted to send students to this College for admission in B.A program. Students have been given counseling in respect of self employment for engagement in vegetable firms, fishery, business and other small scale industries. Some of our students are engaged in these self dependent occupations.

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

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

The College will manage solar energy as an alternate source of power during electricity power-cuts. It will also save power and money spent on use of electricity in the College. Although, there is a big "Generator" for alternative power supply in the College, but it is too expensive. Therefore, the College Authority will contact the concerned Government Department to install a "Solar Energy Plant" in the College. Another future plan of action is "Rain Water Harvesting" that is feasible in rain - prone area, in which the College is situated. Necessary Official and Government Department will be consulted for implementing the plan. The next most important future plan of action for next academic year will be "ICT Based Teaching Facility" in the College. A smart classroom is proposed to be established for proper functioning of LCD Projector, Audio-Visual and other Teaching Aids. Teachers have received training for preparation of delivery lessons through Faculty Development Programmes. The College will deploy experts in this field to train the Teachers for better and technology based education.