



## YEARLY STATUS REPORT - 2021-2022

### Part A

#### Data of the Institution

##### 1. Name of the Institution

UJANI MAJULI KHERKATIA COLLEGE

- Name of the Head of the institution **Dr. Jahnabee Lahkar Boruah**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **7086205104**
- Mobile No: **6001760321**
- Registered e-mail **u.m.k.college@gmail.com**
- Alternate e-mail **u.m.k.college@gmail.com**
- Address **Principal, UMK College**
- City/Town **Yes**
- State/UT **Assam**
- Pin Code **785105**

##### 2. Institutional status

- Affiliated / Constitution Colleges **Affiliated**
- Type of Institution **Co-education**
- Location **Rural**
- Financial Status **UGC 2f and 12(B)**

- Name of the Affiliating University **Dibrugarh University**
- Name of the IQAC Coordinator **Mr. Dullabh Borah**
- Phone No. **7086230982**
- Alternate phone No.
- Mobile **7086230982**
- IQAC e-mail address **borahdullabh91@gmail.com**
- Alternate e-mail address **jahnabeelahkar121@gmail.com**

**3. Website address (Web link of the AQAR (Previous Academic Year))**

[https://www.umkcollege.in/images/AQAR\\_2020-21.pdf](https://www.umkcollege.in/images/AQAR_2020-21.pdf)

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

**Yes**

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

[https://www.umkcollege.in/images/AQAR\\_2020-21.pdf](https://www.umkcollege.in/images/AQAR_2020-21.pdf)

**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>C+</b>	<b>61.40</b>	<b>2005</b>	<b>01/03/2005</b>	<b>28/01/2010</b>
<b>Cycle 2</b>	<b>B</b>	<b>2.06</b>	<b>2023</b>	<b>21/04/2023</b>	<b>20/04/2028</b>

**6. Date of Establishment of IQAC**

**01/08/2005**

**7. Provide the list of funds by Central / State Government**

**UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,**

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

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

**Yes**

- Upload latest notification of formation of IQAC

[View File](#)

**9.No. of IQAC meetings held during the year**      **4**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?      **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report      [View File](#)

**10.Whether IQAC received funding from any of the funding agency to support its activities during the year?**      **No**

- If yes, mention the amount

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

Preparation of AQAR 2021-2022

Renovation of College library and Departmental libraries and re-arrange the library for differently able friendly.

Organized a day long workshop on Cyber Security awareness Programme

Adopted various developmental activities to face 2nd cycle of NAAC Peer team. or Renovation of Boys and Girls Hostels.

Collection of Feedback

**12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year**

Plan of Action	Achievements/Outcomes
1. To organised a workshop on Cyber Security awareness programme for the greater interest of the student as well as teachers of UMK College.	1.the workshop on cyber security was organised by the IQAC, Resource person was Biju Pegu, MD, CEO, Gratia Technology.
2. MoU to be conducted with different University, College as well as Industries	2. MoU Signed with various institutions as well as by various departments with different higher education
3. SSS to be Conducted	3. SSS has been conducted.
4. Remedial and Online Classes	4. All honours students benefited from remedial and online classes
5. Students mentoring	5. From this system the slow leaner students getting benefited from this Mentor And Mentee System

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body of UMK College, Majuli	21/06/2023

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

## 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>
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• City/Town	<b>Yes</b>
• State/UT	<b>Assam</b>
• Pin Code	<b>785105</b>
<b>2.Institutional status</b>	
• Affiliated / Constitution Colleges	<b>Affiliated</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	<b>Dibrugarh University</b>
• Name of the IQAC Coordinator	<b>Mr. Dullabh Borah</b>
• Phone No.	<b>7086230982</b>

• Alternate phone No.					
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• Alternate e-mail address	jahnabeelahkar121@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="https://www.umkcollege.in/images/AQAR_2020-21.pdf">https://www.umkcollege.in/images/AQAR_2020-21.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://www.umkcollege.in/images/AQAR_2020-21.pdf">https://www.umkcollege.in/images/AQAR_2020-21.pdf</a>				
<b>5.Accreditation Details</b>					
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Cycle 2	B	2.06	2023	21/04/2023	20/04/2028
<b>6.Date of Establishment of IQAC</b>			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	
0	0	0	0	0	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		
<b>9.No. of IQAC meetings held during the year</b>			4		
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional			Yes		

website?	
<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>	No
<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 2021-2022	
Renovation of College library and Departmental libraries and re-arrange the library for differently able friendly.	
Organized a day long workshop on Cyber Security awareness Programme	
Adopted various developmental activities to face 2nd cycle of NAAC Peer team. or Renovation of Boys and Girls Hostels.	
Collection of Feedback	
<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
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<b>13.Whether the AQAR was placed before statutory body?</b>	Yes
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
Governing Body of UMK College, Majuli	21/06/2023
<b>14.Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2022	26/12/2022
<b>15.Multidisciplinary / interdisciplinary</b>	
<p>UMK College is affiliated to Dibrugarh University and follows a road map or guidelines prepared and provided by the state Government. When the university prepares or provides a curriculum to implemented the multidisciplinary/ interdisciplinary structure of New Education Policy to UMK College will abide by it.</p>	



Furthermore, the college has available opportunity within the campus to implement multidisciplinary/ Interdisciplinary courses. Notwithstanding above, UMK College has Add-on-courses. All these courses are designed in such a way that students get maximum benefit. UMK College has also study center of Dibrugarh University distance and open learning centre (DODL), School of open and distance learning centre (NIOS under AHSEC).

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

Academic bank of credit (ABC) is a proposed draft of National Education Policy (NEP) to facilitate multiple entries and exit points for the students in their academic programs. It is an innovative idea to earn and deposit credit which will be given maximum benefit to the students. UMK college shall abide by the curriculum and structure prepared by the Dibrugarh University in this case. The college has been offering and running CBCS Courses which has credit earning system and results in the final year are declared on the basis of credit scores. The college has taken initiative to register with ABC. As and when the NEP is implemented the system will be operational. The faculties are encouraged to carry out such courses and select text books, study materials, assignment and assessments.

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

UMK College is affiliated to Dibrugarh University and does not have authority for preparing and implementing its own curriculum .Therefore, some courses such as skill development courses, Add-on-courses, Diploma in computer application courses are provided by the institution own curriculum.

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

To promote or integrate the local language, art and culture, compulsory activities in the curriculum has to be added like literary activities etc. and through discussions and interactions etc. in local languages which will fetch extra credit to the students These changes will also increase the employability opportunities for the teachers and subject matter experts of these languages. Frequent field trips, educational tour to local heritage site shall help students understand the value of their culture and traditions. However, this will boost tourism sector and create awareness amongst students. UMK college offers UG programs in Assamese literature as a subject and Diploma in Missing literature. It shall implement the policy of the affiliating university in this regard and explore the available

local resources for integration of Indian knowledge system with curricular activities. The area is rich in cultural diversity and that can be accessed as per the curriculum of the University. The present Curriculum of the Dibrugarh University keeps provision of number of departments take out students on field trips/excursions. The expertise and experience of the teachers will help the college to integrate Indian knowledge system through such activities.

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

Outcome based education (OBE) set out in the National Education Policy (NEP) aims to bring competency, standard, benchmarks and attainment of targets. Apart from these the OBE incorporates three elements; viz., Theory of education, A systemic structure of education and a specific approach to instructional practice . UMK College is prepared to fulfill the objectives and achieve the target as per the structural curriculum provided by the Dibrugarh University. All the departments outlined the Programme Outcome and followed.

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

UMK College has study center of Krishna Kanta Handiqui State Open University (under KKHSOU), Dibrugarh University Distance Education and Open Learning (under DU), Centre for Distance and Online Education (under TU), Assam State Open School (under AHSEC) through which offers different certificate, Diploma, and Degree programmes (UG and PG). A large number of students have benefitted from the courses. The college has ample possibilities for offering vocational courses through ODL. We have been running Distance courses in undergraduate and postgraduate courses by which students have obtained degrees and employment. Online classes have been conducted during the pandemic corona lockdown period. The practice has continued since then and blended mode is operational to complete courses in time

## **Extended Profile**

### **1.Programme**

1.1

12

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

2.1 422

Number of students during the year

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

2.2 300

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 65

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

<b>Extended Profile</b>	
<b>1.Programme</b>	
1.1 Number of courses offered by the institution across all programs during the year	<b>12</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1 Number of students during the year	<b>422</b>
File Description	Documents
Data Template	<a href="#">View File</a>
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	<b>300</b>
File Description	Documents
Data Template	<a href="#">View File</a>
2.3 Number of outgoing/ final year students during the year	<b>65</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1 Number of full time teachers during the year	<b>16</b>
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	21
Total number of Classrooms and Seminar halls	
4.2	19.4
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	24
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

This college is affiliated to Dibrugarh University and hence the curriculum for the undergraduate (UG) programme of this college is designed by this university. All the departments of the college prepare course plan every year to make teaching learning process more effective. The faculty members of the department discuss the syllabus with the students and course plans are shared with the students at the beginning of the semester. Along with this, each faculty member of the college is enrolled as mentors of the students and they prepare a report based on their monitoring in every semester. Moreover, to make teaching and learning more participatory, each department organises quiz competitions, seminars, group discussions etc. Students are enrolled to access N-List facilities and encouraged to use e-resource. Remedial and tutorial classes are taken for the slow learners. Students are encouraged to participate in various curricular as well as Co- curricular activities to enhance their creative capabilities and talents. Five departmentsof the college

offers add-on courses to empower students with the fundamental knowledge. Feedback is taken from students and analysed. Accordingly the action plan has been prepared and implemented on the basis of the outcomes of these feedbacks.

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

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

As this college is affiliated to Dibrugarh University, this college follows The Academic Calendar prepared by the University which is remodeled by the college considering institutional convenience in holding internal assessment including holidays, celebration days and extra-curricular activities earmarked for every academic session. The college conducts the sessional examinations, seminar, group discussions and home assignments according to the academic calendar. Moreover, departmental course plans are prepared on the basis of the academic calendar. Following the academic calendar, an induction programme is arranged every year by the college with the collaboration of IQAC in order to familiarize the newly admitted students with the courses. Internal and external (in-semester and end-semester) examinations are held according to the scheduled dates in the academic calendar.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://www.umkcollege.in/index.php">https://www.umkcollege.in/index.php</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**

**B. Any 3 of the above**

**council/BoS of Affiliating University  
Setting of question papers for UG/PG  
programs Design and Development of  
Curriculum for Add on/ certificate/  
Diploma Courses Assessment /evaluation  
process of the affiliating University**

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

7

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)

5

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 )	<a href="#">View File</a>

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

64

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

64

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

The present curriculum of the institution integrates a number of cross-cutting issues relevant to professional ethics, gender, human values, environment and sustainability.

Subjects like Assamese, Political Science, Sociology, Economics etc. contain syllabic contents that include Professional ethics, Human rights, Gandhian ideals, Ambedkar's thoughts, Gender issues and Sustainable Development. National and international human values are reflected in several syllabic units of history, political science and literatures.

Environmental issues have been focused in almost all the programmes taught in this college. Environmental Economics, History, Education, Political Science and Sociology cover a large section of their syllabi that imparts thorough knowledge to students about the various factors responsible for environmental degradation and the role of the people at large to control pollution and to create a Green Earth.

Human values are imparted in most of the programmes of Humanities. Feminism, culture, ecological issues, social justice, peace, religion (in Political Science), cultural tourism (in Assamese), communal harmony (in literature and sociology).

Yoga, meditation and women's self-defense training have been



conducted by the NCC and NSS wings of the college. Health and hygiene, community awareness, Swaccha Bharat Abhiyan, disaster management, relief work, etc. are programmes conducted by the NCC and NSS wings.

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	<a href="#">View File</a>

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

59

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

59

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	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	No File Uploaded

**1.4.2 - Feedback process of the Institution may be classified as follows**      **A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	Nil

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of sanctioned seats during the year**

**300**

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**

230

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

The U. M. K. college has developed substantial strategies and scientific methodologies both at the institutional and departmental levels to identify and address the needs of advanced learners and slow learners. Slow and Advanced learners are identified through different evaluation methods such as end semester examination results, in-semester examination, presentations, class participation, home assignment etc. Teachers of the college adopt both traditional and modern (ICT) methods of classroom teaching-learning. Mentor-mentee programmes are developed for the students of each batch. The teachers organize tutorial and remedial classes apart from regularly scheduled classes. For noble learning, advanced learners are encouraged to hold the hands of slow learners. Advanced learners are recommended books and study materials of advanced level to make academics more demanding and competent. Encouragements such as awards and prizes are provided by the college management as well as faculty members. Encouraged to participate in various symposiums like quiz, poster presentations, seminars, inter-college competitions etc. During the COVID-19 lockdown, college has ensured the continuity of the teaching-learning process through online modes such as Google Meet, Zoom, YouTube, Google Classroom, and WhatsApp groups.

File Description	Documents
Link for additional Information	Nil
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
422	16

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

The college exercises experiential learning simultaneously with regular teaching-learning process. Quality learning is possible through experiences gathered from different methods,

1. Group Discussion
2. Quizzes
3. Debates
4. Field Survey
5. Educational Excursion
6. Project work
7. Extension activities.

To make the students more participative they are also allowed to raise any queries during the class time and they are allowed to note down all points discussed in the class.

The college exercises different methods for problem solving, Group discussions on contemporary issues; Field study and report writing are also adopted by the departments as a part of assessment. This method develops the critical thinking, values of tolerance, open mindedness.

The students are taught to search out the problems, identify the causes, applying methodologies and find out the solutions of the problems for recommendation. Students are the target of the

focus in student centric teaching-learning process.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

Though the college is situated in a far-flung area, but the faculties use ICT tools and techniques for making the learning of students more interactive, participative. The use of ICTs before the Covid-19 pandemic was limited compared to the pandemic period. The faculties use some online material sharing platforms like WhatsApp, E-mail, Telegram, YouTube and they use MS word, Excel, PPT, Recorded videos and PDF, open e-resources etc. The college has three digital classrooms where the faculty presenting their classes by using PPTs, videos etc. The faculties use Google meet and Zoom platform for online classes for enhancing the teaching-learning experience of the students and supply the printed reading material too as student centric method.

The college is equipped with a video conferencing hall, and one Computer lab having a total of 17 computers with internet connectivity.

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="https://www.umkcollege.in">https://www.umkcollege.in</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**

18

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

16

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	No File Uploaded
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

0

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)	No File Uploaded

### 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

258

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	No File Uploaded

## 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.

Internal assessment process in UMK College is transparent and robust. Being affiliated to Dibrugarh University, the college follows the university guidelines in conducting examination and evaluations. Each department is entrusted with the charge of preparing question papers, evaluation of scripts within one or two weeks after the examination is completed. The marks obtained by the students in the examination are displayed on each departmental notice board.

The students are counseled by the departments before examination. On the basis of their performance they are categorized and arranged remedial classes if needed. Finally, the marks secured in the internal assessment are sent to the Dibrugarh University for declaration of end semester result.

Robustness of Internal assessment in terms of transparency:

1. The college conducts two sessional examinations per semester which contribute 50% of the total internal assessment marks.
2. The institution contributes 25% marks of the total internal assessment to class attendance and 25% to seminar presentation/group discussion/ home assignments.
3. In addition, class test, unit test, quizzes etc also conducted to assess the learning level of the students.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

The institution has a well-defined and systematic mechanism to deal with internal examination related Grievances which is transparent, time-bound and efficient. The college follows the guidelines of conducting both internal & external examination minutely, so there is no any chance of grievances. If it arises, is redressed within a week in the department level. Re-evaluation system is followed efficiently by the faculty member of the departments.

If there are any unresolved grievances, then the matter is referred to the Grievance and Redressal Cell. The cell arranges a meeting and invites the students, parents and teachers separately for discussion to redress the grievances. The matter is resolved within 10-15 days.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

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

The college imparts education in B.A. (Arts) in five (5) Honours programmes in Assamese, History, Economics, Sociology and Political Science and Education and English as subsidiary/compulsory subjects. Proposals for opening Honours course in English and Education are under process for approval from the university. Continuous evaluation thorough internal and external examinations, class tests, group discussions and seminars is conducted for assessment of programme outcome and course outcome of students admitted in six semesters. The progress of students in every semester evaluated through the above-mentioned methods and is assessed by each of the seven (7) departments of the college. Students are encouraged to



participate in inter-college Quiz, Debate and Games & Sports competitions for their overall academic, co-curricular, physical and mental development. Course outcome is measured through internal and external examination. After the end semester examinations, the overall performance of every student is evaluated by the department, recorded and displayed on the college website. Programme outcome is measured after the final Sixth Semester (End Semester) results are out.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://www.umkcollege.in/index.php/igac/student-performance-and-learning-outcomes#">https://www.umkcollege.in/index.php/igac/student-performance-and-learning-outcomes#</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.

U. M. K. College is affiliated with Dibrugarh University; as such the college follows the guidelines of Dibrugarh University in conducting examinations and evaluations. The attainment level of Programme Outcomes (POs) and Course Outcomes (COs) are evaluated following the criteria prescribed by the University. For the purpose of evaluation, both internal and end-semester examinations are conducted as prescribed by the university.

#### Evaluation Process:

- Throughout the semester college faculty evaluate the performance of students in each programme.
- Based on the outcome remedial class is arranged for slow learners.
- Students are evaluated for 20% marks through internal assessment and 80% marks for the End-semester examination in the UG course.
- Internal Assessment
- Institutional Examination and Tests
- Feedback Evaluation

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

### 2.6.3 - Pass percentage of Students during the year

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

61

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	Nil

### 2.7 - Student Satisfaction Survey

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

<https://www.umkcollege.in/index.php/igac/student-satisfaction-survey>

### 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)	No File Uploaded

### 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)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

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

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

9

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

5

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

9

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Through Extension activities, the college has sensitized the students to social issues of the community in nearby villages. The college has adopted a village as a target for carrying out several extension activities. Five more villages have been adopted under Unnat Bharat Abhiyan. The NSS volunteers and NCC cadets and the students are always involved to be active on priority basis. Blood donation camp was organized by the college in which teachers, students and common people donated blood. The camp was organized in collaboration the district level medical department. Free Medical camp has been organized in the college and local rural areas from time to time. A number of extension

activities have been conducted in 2021-2022. International Women's Day, Green India Clean India initiatives, Azadi ki Amrit Mohotsava, Girl Child Day, Republic Day Celebration, Voter Awareness Day, Har Ghar Triranga, Medical Camp, National Unity Day, etc, have been conducted by the college. During NSS camps, both village cleaning drive and awareness on health and hygiene of the villagers, superstitions of tribal people, etc. programmes have been successfully organized by the NSS, NCC and other students. The college has adopted public and student awareness as one of the best practices

File Description	Documents
Paste link for additional information	<a href="https://www.umkcollege.in/index.php/igac/extension-activities">https://www.umkcollege.in/index.php/igac/extension-activities</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)	No File Uploaded
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

17

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

100

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

59

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
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

10

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.

College has adequate infrastructure and physical facilities such as classrooms, Administrative Building, Faculty Building, ICT Room, Indoor Stadium and Gym, Outdoor Stadium, Library, Auditorium and Yoga Centre situated in lush green sprawling campus of 20 Bighas of land.

There are 15 classrooms in the college with two smart ICT based rooms in which all classes are held and accommodated without interruptions.

The college has a Conference Hall, auditorium with a capacity of 500 people is used for larger meetings, cultural activities, Yoga and meditation. The faculty Building accommodates all the teaching departments of the college in seven separate rooms with computer, furniture and proper electrification.

The Central Library of the college contains 12000 books (Texts and reference books) with facilities of reading e-books in the reading room and the departments maintain departmental library.

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

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

Cultural activities are performed by students in the college regularly. Students interested in singing, dancing and performing arts like acting in dramas are selected by the cultural secretary of student union in consultation with the teacher adviser of the college.

There are two Hostels for Boys and Girls in the college campus. Girls' hostel can accommodate 30 students and Boys hostel has accommodation for 25 students.

A sprawling indoor stadium has been constructed for playing indoor games, performing Yoga, Meditation, Pranayam, training of NCC and NSS, Karate, Girls self defense programmes, Gym and other physical exercises have been done by students at regular intervals. ICT classes are held in the ICT room and the cultural museum is adjoining the library building on the first floor and in the smart digital classroom on the first floor of the Faculty Building.

Outdoor stadium is constructed on the western side of the playground well furnished with guest rooms, kitchen and lavatory.

There is a spectator's gallery adjoining the stadium for students and other spectators to enjoy outdoor games like cricket, volleyball, football and other games. There are parking shades for students and teachers constructed separately near the entrance of the college.



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

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

5

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

5

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

6.8L

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)

U.M.K. College Library contains a total of 12000 books including Text Books and Reference Books.

There are 3 Journals, 2 News Papers regularly subscribed in the library. Every student is allowed to borrow 2 or 3 books for 10 days which may be renewed for further 5 days on the request of students.

Reading room facility is available for students and teachers. There are separate sections for teachers, research scholars, and students in the library with furniture and computers with internet facility.

There are 33 volumes of Encyclopedia Britannica, Assamese Encyclopedia, Year Books, Quiz Books and books for competitive examinations like NET, SLET, TET etc.

Earlier the college library was automated using Integrated Library Management System (ILMS). Now SOUL 3.0 software has been installed.

The college has an N-LIST subscription and has access to 3 Lakhs eBooks and 6000 e-Journals. Both the teachers and students are registered in N-list to access the facilities.

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

**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** C. Any 2 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)	No File Uploaded

#### 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)

73044

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

85

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

Ujani Majuli Khekatia College is situated in a far-flung area. Good internet connectivity provider isn't available over here, but the college puts an emphasis on maintenance and utilization of the IT facilities. These facilities are upgraded timely to serve the increasing demand of the college. The college has

provided a limited IT facilities are as follows,

The college has a computer lab of 15 computers. The lab facilitates Ncomputing with the supported version of Windows server 2003 R2SP2, Windows XP SP3 (32-bit); Windows Server 2008 SP2, Windows Vista SP2(32-bit); Windows Server 2008 R2 SP1, Windows Multi Point Server 2011, Windows 7SP1 (both 32-& 64 bit), Windows 8 SP1 (64 bit), Windows Server 2012 R2, Windows 10, Windows Server 2016 & 2019.

A computer set with scanner and head phone with NVDA (Non-Visual Desktop Access) software JAUS and NVDA screen reader, Open Book Reading software for Visually impaired or low vision available at college library computer.

Sony Video camer,SMS facility provided by Fast2sms,The College library is updated with SOUL 3.0,college has an updated website monitored by third party,12 CCTV,The college has total 30 computers., alab with 15 computers,three projectors with two screens

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

#### 4.3.2 - Number of Computers

32

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)

19.4L

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.

**Girl's Hostel:** The Girl's hostel management committee frames rules to maintain and manage the hostel facilities with the support of the concerned staff and boarders.

**Canteen:** The Canteen Committee maintains the infrastructure and facilities of the canteen and provides hygienic and reasonably priced food to the students as well as for staff.

**Sports Facilities:** The college authority combines with the Ujani Majuli Kherkatia College Students' Union to manage the sports facilities during yearly College Week.

**Library:** The library staff under the leadership of the Librarian looks after the daily maintenance of the facilities along with the future plan and their upgrading process.

**Computer Laboratory:** A computer laboratory with 15 computers is looked after by the coordinator and other members of the computer center.

**Class Rooms:** The physical classrooms, the digital classroom, conference hall of the college are kept in up-to-date conditions under the college authorities.

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

## 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

615

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

0

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)	No File Uploaded

**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	Nil
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**

300

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

300

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student**

**A. All of the above**

**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**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	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

07

File Description	Documents
Self-attested list of students placed	No File Uploaded
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

04



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	No File Uploaded

**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**

16

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
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.**

6

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)	<a href="#">View File</a>

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

Administrative bodies and committees of the institution Students Council named as Ujani Majuli Kherkatia College Students Union is an elected body and the representatives of the students of the college. Members of the Council are involved in various administrative, financial and academic activities of the college. The students council has organized all events of National importance such as Republic Day, Independence Day, Voters Day, World Environmental Day and so on with the support of Administration. They organize College Week in the month of January/February. In the college week, various games & sports Cultural, Literary and debating competitions are organized to nurture and cherish the budding talents of the institution. Furthermore, the students council organize Swaraswati Puja with lots of enthusiasm and joy. Every year, on 5th September, they also organize Teachers' day and felicitate the teachers for their contribution to their life and development of the society. They also organize Freshers Social to welcome the newcomers of the college and help them in integrating with the college environment. Students of the college, particularly the Executive members of the Students' Council are represented in a number of bodies/committees of the college. Some of the important bodies and committees where they are represented are given below:

1. Anti-ragging committee. 2. College Students' Election Committee. 3. IQAC 4. Grievance and Redressal cell. 5. RUSA Project Monitoring Unit.

File Description	Documents
Paste link for additional information	<a href="https://www.umkcollege.in/index.php/about/committees">https://www.umkcollege.in/index.php/about/committees</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**

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)	<a href="#">View File</a>

## 5.4 - Alumni Engagement

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

The Alumni Association of UMK College was formed in 2004 before the first cycle of NAAC accreditation. Several meetings were organized by the college and members were registered in the college observing the necessary formalities. The college is situated in a completely tribal setting where public awareness for people's participation was out of their imagination and understanding. Gradually public awareness meetings with guardians and ex-students increased and they came forward to co-operate with the activities and programs organized inside and outside the college. Financial contribution of the Alumni remained nominal ever since the association came into existence. One NRI Alumnae has come forward to donate books worth Rs. 20000/- to the library. Following this trend of charity, some of our alumni have donated three Aqua guards for the college during the previous year and some others have donated books for the library worth a total of Rs. 20000/-. There are nearly one hundred active Alumni members who are enrolled in the college; however, the process of Society Registration for the Alumni association has not yet been completed. A Bye-law of the Alumni Association has been published for its proper and smooth functioning. In spite of financial constrains, the Alumni Association has been functioning and extending their co-operation in support services through their physical presence and advice whenever called for.

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

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

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 governance and leadership of the institution function in accordance with its vision and mission. In order to achieve the objectives in tune with our vision and mission the college has constituted various committees and entrusted dedicated persons with duties and responsibilities under the able leadership and guidance of the college authorities, Dibrugarh University & Director of Higher Education, Assam. The college Governing Body is the apex administrative committee which controls and looks after all other sub-committees in matters related to governance, as well as academic affairs. The Governing Body is the supreme authority for appointment, management of staff, mobilization of fund, infrastructure development. Continuous efforts have been carried out to obtain grants for the development of infrastructure and laboratory facilities, upgradation of existing ones to ensure better facilities for the students as well as faculty members. The college has long-term plans in the light of the vision and mission of the College. The college believes in delivering quality education with concentrating on human values. The college offers different value-added courses in this academic session to enhance the skills of students. The college believes that the designed and proposed plans are at the right track in achieving the institutional vision.

File Description	Documents
Paste link for additional information	<a href="https://www.umkcollege.in/index.php/administration">https://www.umkcollege.in/index.php/administration</a> <a href="https://www.umkcollege.in/index.php/administration#">https://www.umkcollege.in/index.php/administration#</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.

Ujani Majuli Kherkatia College, one of the prime institution for higher education of Majuli, manifests effective leadership through the process of decentralization and participatory management. Different cells/committees are working in the college for smooth functioning of different activities. The Academic Cell designs and implements various plans regarding academic and operational matters. To maintain the orderly and methodical operation of the college, the Principal, Governing Body, the members of the IQAC, HoDs, teaching and non-teaching staff, student representatives, alumni and parents are involved in developing various policies, practices, guidelines, and norms relating to admission, grievance, counseling, etc., and successful execution of the same. To accomplish the vision and mission, all the stakeholders are given joint authority. The respective departments design the class routines and course plans. The college encourages faculty members to organize and attend seminars, workshops, conferences, training programmes and FDPs. Moreover, the faculty members have the opportunity to develop their leadership qualities through their involvement in academic, co-curricular, and extension activities, such as NSS, NCC, various sports, and cultural events. The students along with the Prof-in-charge arrange numerous extension activities in the college as well as in different localities to raise awareness about various diseases and social issues.

File Description	Documents
Paste link for additional information	<a href="https://www.umkcollege.in/index.php/administration#">https://www.umkcollege.in/index.php/administration#</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 prepared short-term (5 years) and long-term (10 Years) Perspective Plans to fulfill its requirements, considering the quality indicators of seven criterions determined by NAAC. The plan has been formulated to achieve the overall goal of the institute, considering the inputs from all the stakeholders. The plan mainly concentrates on the following points:

1. Faculty members actively participate in designing the course plans, setting of question papers, conducting examinations, arrangement of remedial classes and other academic-related activities.

2. Incorporation of add-on courses.

3. Arrangement of various awareness programs, such as health & nutrition, Mental Health awareness, women empowerment, disaster management, voter awareness etc., for the localities.

4. Effective utilization of the library, available e-resources and ICT enabled classrooms.

5. The IQAC continuously works on the successful implementation of the corrective measures/ strategies and the other stakeholders help in every matter.

6. Singing of MoUs for faculty and student exchange programme.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.umkcollege.in/images/Institution_Development_Plan.pdf">https://www.umkcollege.in/images/Institution_Development_Plan.pdf</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 functioning of all infrastructure and Academic Committees is effective and efficient. The Governing Body of the college monitors all infrastructure development, planning and

renovation. The various levels within the college administration is described below:

1. The Governing Body (Total member of 13) is a major stakeholder of the college. The members are in constant contact with the Principal for decisions pertaining to finance, recruitment, infrastructure, issues and programs mainly focusing on the comprehensive development of the college.

2. The Principal is constantly assisted by the Head of the Departments of the college, the other teaching staff as well as the non-teaching staff.

3. The Head of the Department supervises the smooth operation of the respective departments. Decisions pertaining to the department which are related to both the curricular and co-curricular activities are taken in these meetings presided mostly by the head of the departments.

4. The IQAC strives to achieve quality enhancement. The IQAC has an integral part in the implementation and maintenance of the overall quality of the institution.

5. The Student Council, UMKCSU is elected democratically by the students and the council works for the good of the college

File Description	Documents
Paste link for additional information	<a href="https://www.umkcollege.in/index.php">https://www.umkcollege.in/index.php</a>
Link to Organogram of the Institution webpage	<a href="https://www.umkcollege.in/index.php/administration/organogram">https://www.umkcollege.in/index.php/administration/organogram</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**

C. Any 2 of the above



File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

The college takes care of the academic, financial, physical and psychological well-being of the members through various measures thereby cultivating a cordial atmosphere inside the campus. For the empowerment of teaching and Non-teaching staff the college has endeavored to adopt different welfare measures and strategies such as-

The college always encourages the faculty members to participate in capacity building and faculty development programs like Refresher Course, Orientation Programme, Short Term Course etc. likewise leaves are granted as feasibility.

The college has the facility of separate reading cabin for teaching faculties in the college library.

The college administration is in favour of providing all sorts of regular govt. welfare and faculty enhancement schemes to its teaching and non-teaching staff, such as- maternity leave, casual leave, child care leave etc.

Retirement benefits, VRS, 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. Financial assistance during medical emergency. The college has a Teacher's & Employees Welfare Fund run by the Teaching staff.

College offers other facilities like- Well-furnished conference room. Canteen facilities for all. Leave benefits for both teaching and non-teaching staff.



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

02

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

01

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	<a href="#">View File</a>
Reports of Academic Staff College or similar centers	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

42

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 takes care of the academic, financial, physical and psychological well-being of the members through various measures thereby cultivating a cordial atmosphere inside the

campus.

1. The institutions has adhere to the norms and conditions set by the UGC and DHE, Assam during the process of appointment of teaching and non-teaching staffs.

2. The college has also assessed the performance of the teaching faculty annually.

3. The performance of a faculty member is assessed in accordance with the rule of Performance Based Appraisal System (PBAS) under the UGC Career Advancement Scheme (CAS) that is based on the API score. This is further checked and verified by the Head of the Department and the Coordinator of IQAC.

4. All non-teaching staff are also assessed through annual confidential reports and annual performance appraisal.

File Description	Documents
Paste link for additional information	<a href="https://www.umkcollege.in/index.php/administration/notices-notifications">https://www.umkcollege.in/index.php/administration/notices-notifications</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

Both Internal and External audits of all funds have been completed till Financial Year 2019-2020. The only source of fund for the college is admission and tuition fee which is reimbursed by Govt. of Assam. Internal Audit is done by local auditors appointed by the Governing Body of the college. After completion of Internal Audit, the Audit Report is presented by the Principal in the Governing Body and approval. The Audit objections have to be cleared by the Principal who is the secretary of the Governing Body and DDO of the college.

1.External audit of funds is again done by Assam Govt. auditors. Only then the Governing Body approves the concerned audit. All the vouchers of expenditures made by the Principal are examined by both Internal and External auditors. 2.UGC funds and some other grants are audited by Govt. certified Chartered

**Accountants.**

.The audit of different funds received by the college has been updated until the retirement of former Principal-in-Charge of the college, Mr. Tulen Chutia. Both internal and external audits from 01-02-2011 to 31-12-2021 are up-to-date. The files and vouchers are submitted to CA for the audit of 2021-2022 financial year.

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

**6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)****6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

1075260

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 mobilizes funds from internal and external sources and makes necessary arrangements for the optimal utilization of resources available. Various mechanisms such as Construction Committee and audits are employed to ensure optimal utilization of available resources and check misuse of funds. The external sources of college funds include:

1. University Grant Commission (UGC).
2. Government of Assam.
3. RMSA

The Ujani Majuli Kherkatia College generates funds from Internal Sources

from Hostel fees from students

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

## 6.5 - Internal Quality Assurance System

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

The Internal Quality Assurance Cell of this college has been working for the quality maintenance and quality enhancement and sustenance through internalizing the quality culture and institutionalization of the best practices ever since its establishment. The prime task of the IQAC is to develop a system for conscious, consistent and catalytic action to improve in the academic and administrative performance of the institution. It identifies parameters of qualities, strategies, and chalks out a plan of action for their completion. The institution through IQAC participates in various national assessment and accreditation institutions like National Assessment and Accreditation Council (NAAC), All India Survey of Higher Education (AISHE). It enables the institution to improve and undergo a systematic change to meet the national and international standards of higher education. To bring a qualitative change in the institution, a mechanism of mentorship programme was introduced. Furthermore, the institution through IQAC encourages the teachers to participate in various faculty development programmes so that they are updated with the latest developments in their respective fields.

File Description	Documents
Paste link for additional information	<a href="https://www.umkcollege.in/index.php/iqac/">https://www.umkcollege.in/index.php/iqac/</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

IQAC reviews the teaching-learning process, structures, methodologies of operations, and learning outcomes of the college at periodic intervals. It ensures that classes are taken as per

the academic calendar of the college and completed on time. It also makes sure that the results of the semester and Sessional Examinations are analyzed by departments on a regular basis. On the basis of these analyses, if any loopholes are found, IQAC ensures that remedial actions are taken by the college, and also for students who perform poorly in the sessional examinations, remedial classes are taken. IQAC also ensures that the latest tools and methodologies of the teaching-learning process are in place in the college and properly utilized for the overall benefit of the institution. It encourages the teachers to participate in

various courses concerning the teaching-learning process including Refreshers Courses, Orientation programmes, and other faculty development programmes. IQAC is facilitating the institution and the departments to sign MoU with other institutions and departments of different colleges for academic, teaching exchange. Collects feedback from all stakeholders and analyze them and takes action accordingly.. The IQAC is taking initiative to develop professional quality of teachers like Faculty Development Program (FDP), Webinars etc.

File Description	Documents
Paste link for additional information	<a href="https://www.umkcollege.in/index.php/igac/naac-ssr">https://www.umkcollege.in/index.php/igac/naac-ssr</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,**

**C. Any 2 of the above**

**NBA)**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://www.umkcollege.in/index.php/igac/naac-ssr">https://www.umkcollege.in/index.php/igac/naac-ssr</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

Gender equity is a burning problem in the Indian society. As students are the responsible citizens of the society, their education and upbringing play a great role in shaping their nature and character. In the present educational system moral values and respect for girls and women are on the wane. Therefore, student of this college are sensitized towards gender equity. Boys and girls are treated equally in all matters related to their education and progression. Our college has an average of 60% students who are girls. There is no discrimination between boys and girls. A number of initiatives have been taken to uplift the status of girls in this college. A dozen girls from this college have been employed as defense and police personnel because of having NCC training and certificate. The college campus is under CCTV camera surveillance. Girls Hotel, Girls common Room, separate, toilets and wash rooms for girls have been constructed to provide adequate facility to them. In the reading room of library also girls are allocated proper reading facilities. As the system is co-educational, the college is always sensitive to the complaints of any kind of harassment of girls. All complaints are resolved without delay.

File Description	Documents
Annual gender sensitization action plan	Nil
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	Nil

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

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

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. Some of the non-degradable waste are disposed via vendor.
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	<a href="#">View File</a>
Geo tagged photographs of the facilities	Nil
Any other relevant information	<a href="#">View File</a>

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

C. Any 2 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:**

A. Any 4 or All of the above

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

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

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

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

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

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment**

5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

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

File Description	Documents
Geo tagged photographs / videos of the facilities	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. Caste system is not so rigid as in other parts of the country. Inter-caste marriages are popular between tribal and nontribal communities and between high caste and low caste, between people of different states living in Majuli. Assamese is the common lingua franca used by all communities and students of the college. The Mishing people speak the Mishing dialects. 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)	<a href="#">View File</a>
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.

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 and Girls' Child Day was organized 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	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

**A. All of the above**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	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. The National Librarian Day on 12th August was celebrated by the college every year on the memory of S. R. Ranganathan.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	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 Practices 1: Student Mentoring

The College is situated in a backward, flood-prone, rural, remote tribal locality and most of our students belong to ST/SC and other backward communities. Therefore, mentoring of students by teachers of every department has been adopted as one of the best practices of the college. Guidance, counseling, personal suggestions of teachers in respect of academic, co-curricular and extra-curricular activities are only strategies that can ascertain the holistic development of students. The practice of mentoring system has resulted in the improvement of the academic environment of the college. Students are now compelled to attend classes more regularly than usual. They have become more punctual, inquisitive and serious in studies.

Best practice 2: social service and awareness: As the college is situated in a remote rural area of Majuli, awareness for higher education is at its low ebb. Students think about acquiring a degree and seeking a job. As the job scenario is shrinking day by day, students need to be aware of the hard realities of life and of self-dependence through self-employment. The practice of student awareness towards social accountability, sanitation, health and hygiene has achieved expected results.

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

Ujani Majuli Kherkatia College is situated in a tribal dominated area and almost 70% of the students in the college are girls. Empowering woman politically, socially and economically has always been the priority and thrust area of the college. The college endeavours to make the girls students powerful and capable of deciding for themselves. The college authority, teaching and non-teaching staff, Governing Body and other stakeholder of the college understand the need and importance of providing equal opportunities to the girl students of the college and always try to create conducive atmosphere to achieve the desired goals. One of the main objectives of the college is to uplift the girl students and make them competent citizen of the country. They are motivated to pursue a career to be economically self-sufficient, independent and empowered at the same time to have a bright future. The college NSS unit has 100 volunteers and among them more than 50% NSS volunteers are girl students. They carried out the regular activities round the year along with the special camp in adopted village and through various social service activities the volunteers get the opportunity to develop their personality, level of confidence and leadership quality.

## 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

This college is affiliated to Dibrugarh University and hence the curriculum for the undergraduate (UG) programme of this college is designed by this university. All the departments of the college prepare course plan every year to make teaching learning process more effective. The faculty members of the department discuss the syllabus with the students and course plans are shared with the students at the beginning of the semester. Along with this, each faculty member of the college is enrolled as mentors of the students and they prepare a report based on their monitoring in every semester. Moreover, to make teaching and learning more participatory, each department organises quiz competitions, seminars, group discussions etc. Students are enrolled to access N-List facilities and encouraged to use e-resource. Remedial and tutorial classes are taken for the slow learners. Students are encouraged to participate in various curricular as well as Co- curricular activities to enhance their creative capabilities and talents. Five departments of the college offers add-on courses to empower students with the fundamental knowledge. Feedback is taken from students and analysed. Accordingly the action plan has been prepared and implemented on the basis of the outcomes of these feedbacks.

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

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

As this college is affiliated to Dibrugarh University, this college follows The Academic Calendar prepared by the University which is remodeled by the college considering institutional convenience in holding internal assessment including holidays, celebration days and extra-curricular



activities earmarked for every academic session. The college conducts the sessional examinations, seminar, group discussions and home assignments according to the academic calendar. Moreover, departmental course plans are prepared on the basis of the academic calendar. Following the academic calendar, an induction programme is arranged every year by the college with the collaboration of IQAC in order to familiarize the newly admitted students with the courses. Internal and external (in-semester and end-semester) examinations are held according to the scheduled dates in the academic calendar.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://www.umkcollege.in/index.php">https://www.umkcollege.in/index.php</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**

**B. Any 3 of the above**

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

## **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**

7

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)**

5

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 )	<a href="#">View File</a>

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

64

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

64

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

**1.3 - Curriculum Enrichment**

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

The present curriculum of the institution integrates a number of cross-cutting issues relevant to professional ethics, gender, human values, environment and sustainability.

Subjects like Assamese, Political Science, Sociology, Economics etc. contain syllabic contents that include Professional ethics, Human rights, Gandhian ideals, Ambedkar's thoughts, Gender issues and Sustainable Development. National and international human values are reflected in several syllabic units of history, political science and literatures.

Environmental issues have been focused in almost all the programmes taught in this college. Environmental Economics, History, Education, Political Science and Sociology cover a large section of their syllabi that imparts thorough knowledge to students about the various factors responsible for environmental degradation and the role of the people at large to control pollution and to create a Green Earth.

Human values are imparted in most of the programmes of Humanities. Feminism, culture, ecological issues, social justice, peace, religion (in Political Science), cultural tourism (in Assamese), communal harmony (in literature and sociology).

Yoga, meditation and women's self-defense training have been conducted by the NCC and NSS wings of the college. Health and hygiene, community awareness, Swaccha Bharat Abhiyan, disaster management, relief work, etc. are programmes conducted by the NCC and NSS wings.

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	<a href="#">View File</a>

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

59

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**

59

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	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	No File Uploaded

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

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	Nil

**TEACHING-LEARNING AND EVALUATION**

**2.1 - Student Enrollment and Profile**

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of sanctioned seats during the year**

300

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**

230

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

The U. M. K. college has developed substantial strategies and scientific methodologies both at the institutional and departmental levels to identify and address the needs of advanced learners and slow learners. Slow and Advanced learners are identified through different evaluation methods such as end semester examination results, in-semester examination, presentations, class participation, home assignment etc. Teachers of the college adopt both traditional and modern (ICT) methods of classroom teaching-learning. Mentor-mentee programmes are developed for the students of each batch. The teachers organize tutorial and remedial classes apart from regularly scheduled classes. For noble learning, advanced learners are encouraged to hold the hands of slow learners. Advanced learners are recommended books and study materials of advanced level to make academics more demanding and competent. Encouragements such as awards and prizes are provided by the college management as well as faculty members. Encouraged to participate in various symposiums like quiz, poster presentations, seminars, inter-college competitions etc. During the COVID-19 lockdown, college has ensured the continuity of the teaching-learning process through online modes such as Google Meet, Zoom, YouTube, Google Classroom, and WhatsApp groups.

File Description	Documents
Link for additional Information	Nil
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
422	16

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

The college exercises experiential learning simultaneously with regular teaching-learning process. Quality learning is possible through experiences gathered from different methods,

1. Group Discussion
2. Quizzes
3. Debates
4. Field Survey
5. Educational Excursion
6. Project work
7. Extension activities.

To make the students more participative they are also allowed to raise any queries during the class time and they are allowed to note down all points discussed in the class.

The college exercises different methods for problem solving, Group discussions on contemporary issues; Field study and report writing are also adopted by the departments as a part of assessment. This method develops the critical thinking, values of tolerance, open mindedness.

The students are taught to search out the problems, identify the causes, applying methodologies and find out the solutions of the problems for recommendation. Students are the target of the focus in student centric teaching-learning process.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

Though the college is situated in a far-flung area, but the faculties use ICT tools and techniques for making the learning of students more interactive, participative. The use of ICTs before the Covid-19 pandemic was limited compared to the pandemic period. The faculties use some online material sharing platforms like WhatsApp, E-mail, Telegram, YouTube and they use MS word, Excel, PPT, Recorded videos and PDF, open e-resources etc. The college has three digital classrooms where the faculty presenting their classes by using PPTs, videos etc. The faculties use Google meet and Zoom platform for online classes for enhancing the teaching-learning experience of the students and supply the printed reading material too as student centric method.

The college is equipped with a video conferencing hall, and one Computer lab having a total of 17 computers with internet connectivity.

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="https://www.umkcollege.in">https://www.umkcollege.in</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**

18

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



<b>2.4 - Teacher Profile and Quality</b>	
<b>2.4.1 - Number of full time teachers against sanctioned posts during the year</b>	
16	
File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	No File Uploaded
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded
<b>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)</b>	
<b>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</b>	
0	
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)	No File Uploaded
<b>2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)</b>	
<b>2.4.3.1 - Total experience of full-time teachers</b>	
258	
File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	No File Uploaded

## 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.

Internal assessment process in UMK College is transparent and robust. Being affiliated to Dibrugarh University, the college follows the university guidelines in conducting examination and evaluations. Each department is entrusted with the charge of preparing question papers, evaluation of scripts within one or two weeks after the examination is completed. The marks obtained by the students in the examination are displayed on each departmental notice board.

The students are counseled by the departments before examination. On the basis of their performance they are categorized and arranged remedial classes if needed. Finally, the marks secured in the internal assessment are sent to the Dibrugarh University for declaration of end semester result.

Robustness of Internal assessment in terms of transparency:

1. The college conducts two sessional examinations per semester which contribute 50% of the total internal assessment marks.
2. The institution contributes 25% marks of the total internal assessment to class attendance and 25% to seminar presentation/group discussion/ home assignments.
3. In addition, class test, unit test, quizzes etc also conducted to assess the learning level of the students.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

The institution has a well-defined and systematic mechanism to deal with internal examination related Grievances which is transparent, time-bound and efficient. The college follows the guidelines of conducting both internal & external

examination minutely, so there is no any chance of grievances. If it arises, is redressed within a week in the department level. Re-evaluation system is followed efficiently by the faculty member of the departments.

If there are any unresolved grievances, then the matter is referred to the Grievance and Redressal Cell. The cell arranges a meeting and invites the students, parents and teachers separately for discussion to redress the grievances. The matter is resolved within 10-15 days.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

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

The college imparts education in B.A. (Arts) in five (5) Honours programmes in Assamese, History, Economics, Sociology and Political Science and Education and English as subsidiary/compulsory subjects. Proposals for opening Honours course in English and Education are under process for approval from the university. Continuous evaluation thorough internal and external examinations, class tests, group discussions and seminars is conducted for assessment of programme outcome and course outcome of students admitted in six semesters. The progress of students in every semester evaluated through the above-mentioned methods and is assessed by each of the seven (7) departments of the college. Students are encouraged to participate in inter-college Quiz, Debate and Games & Sports competitions for their overall academic, co-curricular, physical and mental development. Course outcome is measured through internal and external examination. After the end semester examinations, the overall performance of every student is evaluated by the department, recorded and displayed on the college website. Programme outcome is measured after the final Sixth Semester (End Semester) results are out.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://www.umkcollege.in/index.php/iqac/student-performance-and-learning-outcomes#">https://www.umkcollege.in/index.php/iqac/student-performance-and-learning-outcomes#</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.

U. M. K. College is affiliated with Dibrugarh University; as such the college follows the guidelines of Dibrugarh University in conducting examinations and evaluations. The attainment level of Programme Outcomes (POs) and Course Outcomes (COs) are evaluated following the criteria prescribed by the University. For the purpose of evaluation, both internal and end-semester examinations are conducted as prescribed by the university.

**Evaluation Process:**

- Throughout the semester college faculty evaluate the performance of students in each programme.
- Based on the outcome remedial class is arranged for slow learners.
- Students are evaluated for 20% marks through internal assessment and 80% marks for the End-semester examination in the UG course.
- Internal Assessment
- Institutional Examination and Tests
- Feedback Evaluation

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

**2.6.3 - Pass percentage of Students during the year**

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

**during the year**

**61**

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	<b>No File Uploaded</b>
Paste link for the annual report	<b>Nil</b>

## **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/index.php/igac/student-satisfaction-survey>

## **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	<b>No File Uploaded</b>
e-copies of the grant award letters for sponsored research projects /endowments	<b>No File Uploaded</b>
List of endowments / projects with details of grants(Data Template)	<b>No File Uploaded</b>

**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)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

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

9

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**

5

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

9

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Through Extension activities, the college has sensitized the students to social issues of the community in nearby villages. The college has adopted a village as a target for carrying out several extension activities. Five more villages have been adopted under Unnat Bharat Abhiyan. The NSS volunteers and NCC cadets and the students are always involved to be active on priority basis. Blood donation camp was organized by the college in which teachers, students and common people donated blood. The camp was organized in collaboration the district level medical department. Free Medical camp has been organized in the college and local rural areas from time to time. A number of extension activities have been conducted in 2021-2022. International Women's Day, Green India Clean India initiatives, Azadi ki Amrit Mohotsava, Girl Child Day, Republic Day Celebration, Voter Awareness Day, Har Ghar Triranga, Medical Camp, National Unity Day, etc, have been conducted by the college. During NSS camps, both village cleaning drive and awareness

on health and hygiene of the villagers, superstitions of tribal people, etc. programmes have been successfully organized by the NSS, NCC and other students. The college has adopted public and student awareness as one of the best practices

File Description	Documents
Paste link for additional information	<a href="https://www.umkcollege.in/index.php/igac/extension-activities">https://www.umkcollege.in/index.php/igac/extension-activities</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)	No File Uploaded
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

17



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

100

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

59

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
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

10

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.

College has adequate infrastructure and physical facilities such as classrooms, Administrative Building, Faculty Building, ICT Room, Indoor Stadium and Gym, Outdoor Stadium, Library, Auditorium and Yoga Centre situated in lush green sprawling campus of 20 Bighas of land.

There are 15 classrooms in the college with two smart ICT based rooms in which all classes are held and accommodated without interruptions.

The college has a Conference Hall, auditorium with a capacity of 500 people is used for larger meetings, cultural activities, Yoga and meditation. The faculty Building accommodates all the teaching departments of the college in seven separate rooms with computer, furniture and proper electrification.

The Central Library of the college contains 12000 books (Texts and reference books) with facilities of reading e-books in the reading room and the departments maintain

departmental library.

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

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

Cultural activities are performed by students in the college regularly. Students interested in singing, dancing and performing arts like acting in dramas are selected by the cultural secretary of student union in consultation with the teacher adviser of the college.

There are two Hostels for Boys and Girls in the college campus. Girls' hostel can accommodate 30 students and Boys hostel has accommodation for 25 students.

A sprawling indoor stadium has been constructed for playing indoor games, performing Yoga, Meditation, Pranayam, training of NCC and NSS, Karate, Girls self defense programmes, Gym and other physical exercises have been done by students at regular intervals. ICT classes are held in the ICT room and the cultural museum is adjoining the library building on the first floor and in the smart digital classroom on the first floor of the Faculty Building.

Outdoor stadium is constructed on the western side of the playground well furnished with guest rooms, kitchen and lavatory.

There is a spectator's gallery adjoining the stadium for students and other spectators to enjoy outdoor games like cricket, volleyball, football and other games. There are parking shades for students and teachers constructed separately near the entrance of the college.

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

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

5

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

5

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

6.8L

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)

U.M.K. College Library contains a total of 12000 books including Text Books and Reference Books.

There are 3 Journals, 2 News Papers regularly subscribed in the library. Every student is allowed to borrow 2 or 3 books for 10 days which may be renewed for further 5 days on the request of students.

Reading room facility is available for students and teachers. There are separate sections for teachers, research scholars, and students in the library with furniture and computers with internet facility.

There are 33 volumes of Encyclopedia Britannica, Assamese Encyclopedia, Year Books, Quiz Books and books for competitive examinations like NET, SLET, TET etc.

Earlier the college library was automated using Integrated Library Management System (ILMS). Now SOUL 3.0 software has been installed.

The college has an N-LIST subscription and has access to 3 Lakhs eBooks and 6000 e-Journals. Both the teachers and students are registered in N-list to access the facilities.

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

**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**

**C. Any 2 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)	No File Uploaded

#### 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)

73044

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

85

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

Ujani Majuli Khekatia College is situated in a far-flung area. Good internet connectivity provider isn't available over here, but the college puts an emphasis on maintenance

and utilization of the IT facilities. These facilities are upgraded timely to serve the increasing demand of the college. The college has provided a limited IT facilities are as follows,

The college has a computer lab of 15 computers. The lab facilitates Ncomputing with the supported version of Windows server 2003 R2SP2, Windows XP SP3 (32-bit); Windows Server 2008 SP2, Windows Vista SP2(32-bit); Windows Server 2008 R2 SP1, Windows Multi Point Server 2011, Windows 7SP1 (both 32-& 64 bit), Windows 8 SP1 (64 bit), Windows Server 2012 R2, Windows 10, Windows Server 2016 & 2019.

A computer set with scanner and head phone with NVDA (Non-Visual Desktop Access) software JAUS and NVDA screen reader, Open Book Reading software for Visually impaired or low vision available at college library computer.

Sony Video camer,SMS facility provided by Fast2sms,The College library is updated with SOUL 3.0,college has an updated website monitored by third party,12 CCTV,The college has total 30 computers., alab with 15 computers,three projectors with two screens

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

#### 4.3.2 - Number of Computers

32

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)

19.4L

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.

**Girl's Hostel:** The Girl's hostel management committee frames rules to maintain and manage the hostel facilities with the support of the concerned staff and boarders.

**Canteen:** The Canteen Committee maintains the infrastructure and facilities of the canteen and provides hygienic and reasonably priced food to the students as well as for staff.

**Sports Facilities:** The college authority combines with the Ujani Majuli Kherkatia College Students' Union to manage the sports facilities during yearly College Week.



**Library:** The library staff under the leadership of the Librarian looks after the daily maintenance of the facilities along with the future plan and their upgrading process.

**Computer Laboratory:** A computer laboratory with 15 computers is looked after by the coordinator and other members of the computer center.

**Class Rooms:** The physical classrooms, the digital classroom, conference hall of the college are kept in up-to-date conditions under the college authorities.

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

## 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

615

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<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	
0	
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)	No File Uploaded
<b>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</b>	D. 1 of the above
File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
300	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
300	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

<p><b>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</b></p>	<p><b>A. All of the above</b></p>								
<table border="1"> <thead> <tr> <th data-bbox="97 651 512 714">File Description</th> <th data-bbox="512 651 1358 714">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="97 714 512 931">Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee</td> <td data-bbox="512 714 1358 931" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="97 931 512 1032">Upload any additional information</td> <td data-bbox="512 931 1358 1032" style="text-align: center;"><b>No File Uploaded</b></td> </tr> <tr> <td data-bbox="97 1032 512 1167">Details of student grievances including sexual harassment and ragging cases</td> <td data-bbox="512 1032 1358 1167" style="text-align: center;"><b>No File Uploaded</b></td> </tr> </tbody> </table>	File Description	Documents	Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>	Upload any additional information	<b>No File Uploaded</b>	Details of student grievances including sexual harassment and ragging cases	<b>No File Uploaded</b>	
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Upload any additional information	<b>No File Uploaded</b>								
Details of student grievances including sexual harassment and ragging cases	<b>No File Uploaded</b>								
<p><b>5.2 - Student Progression</b></p>									
<p><b>5.2.1 - Number of placement of outgoing students during the year</b></p>									
<p><b>5.2.1.1 - Number of outgoing students placed during the year</b></p>									
<p><b>07</b></p>									
<table border="1"> <thead> <tr> <th data-bbox="97 1469 512 1532">File Description</th> <th data-bbox="512 1469 1358 1532">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="97 1532 512 1637">Self-attested list of students placed</td> <td data-bbox="512 1532 1358 1637" style="text-align: center;"><b>No File Uploaded</b></td> </tr> <tr> <td data-bbox="97 1637 512 1738">Upload any additional information</td> <td data-bbox="512 1637 1358 1738" style="text-align: center;"><b>No File Uploaded</b></td> </tr> </tbody> </table>	File Description	Documents	Self-attested list of students placed	<b>No File Uploaded</b>	Upload any additional information	<b>No File Uploaded</b>			
File Description	Documents								
Self-attested list of students placed	<b>No File Uploaded</b>								
Upload any additional information	<b>No File Uploaded</b>								
<p><b>5.2.2 - Number of students progressing to higher education during the year</b></p>									
<p><b>5.2.2.1 - Number of outgoing student progression to higher education</b></p>									
<p><b>04</b></p>									

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	No File Uploaded

**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**

16

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
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.**

6

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)	<a href="#">View File</a>

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

Administrative bodies and committees of the institution Students Council named as Ujani Majuli Kherkatia College Students Union is an elected body and the representatives of the students of the college. Members of the Council are involved in various administrative, financial and academic activities of the college. The students council has organized all events of National importance such as Republic Day, Independence Day, Voters Day, World Environmental Day and so on with the support of Administration. They organize College Week in the month of January/February. In the college week, various games & sports Cultural, Literary and debating competitions are organized to nurture and cherish the budding talents of the institution. Furthermore, the students council organize Swaraswati Puja with lots of enthusiasm and joy. Every year, on 5th September, they also organize Teachers' day and felicitate the teachers for their contribution to their life and development of the society. They also organize Freshers Social to welcome the newcomers of the college and help them in integrating with the college environment. Students of the college, particularly the Executive members of the Students' Council are represented in a number of bodies/committees of the college. Some of the important bodies and committees where they are represented are given below:

1. Anti-ragging committee. 2. College Students' Election Committee. 3. IQAC 4. Grievance and Redressal cell. 5. RUSA Project Monitoring Unit.

File Description	Documents
Paste link for additional information	<a href="https://www.umkcollege.in/index.php/about/committees">https://www.umkcollege.in/index.php/about/committees</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**

14	
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)	<a href="#">View File</a>
<b>5.4 - Alumni Engagement</b>	
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	
<p>The Alumni Association of UMK College was formed in 2004 before the first cycle of NAAC accreditation. Several meetings were organized by the college and members were registered in the college observing the necessary formalities. The college is situated in a completely tribal setting where public awareness for people's participation was out of their imagination and understanding. Gradually public awareness meetings with guardians and ex-students increased and they came forward to co-operate with the activities and programs organized inside and outside the college. Financial contribution of the Alumni remained nominal ever since the association came into existence. One NRI Alumnae has come forward to donate books worth Rs. 20000/- to the library. Following this trend of charity, some of our alumni have donated three Aqua guards for the college during the previous year and some others have donated books for the library worth a total of Rs. 20000/-. There are nearly one hundred active Alumni members who are enrolled in the college; however, the process of Society Registration for the Alumni association has not yet been completed. A Bye-law of the Alumni Association has been published for its proper and smooth functioning. In spite of financial constrains, the Alumni Association has been functioning and extending their co-operation in support services through their physical presence and advice whenever called for.</p>	

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded
<b>5.4.2 - Alumni contribution during the year (INR in Lakhs)</b>	<b>E. &lt;1Lakhs</b>
File Description	Documents
Upload any additional information	No File Uploaded
<b>GOVERNANCE, LEADERSHIP AND MANAGEMENT</b>	
<b>6.1 - Institutional Vision and Leadership</b>	
6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution	
<p>The governance and leadership of the institution function in accordance with its vision and mission. In order to achieve the objectives in tune with our vision and mission the college has constituted various committees and entrusted dedicated persons with duties and responsibilities under the able leadership and guidance of the college authorities, Dibrugarh University &amp; Director of Higher Education, Assam. The college Governing Body is the apex administrative committee which controls and looks after all other sub-committees in matters related to governance, as well as academic affairs. The Governing Body is the supreme authority for appointment, management of staff, mobilization of fund, infrastructure development. Continuous efforts have been carried out to obtain grants for the development of infrastructure and laboratory facilities, upgradation of existing ones to ensure better facilities for the students as well as faculty members. The college has long-term plans in the light of the vision and mission of the College. The college believes in delivering quality education with concentrating on human values. The college offers different value-added courses in this academic session to enhance the skills of students. The college believes that the designed and proposed plans are at the right track in achieving the institutional vision.</p>	

File Description	Documents
Paste link for additional information	<a href="https://www.umkcollege.in/index.php/administration">https://www.umkcollege.in/index.php/administration</a> <a href="https://www.umkcollege.in/index.php/administration#">https://www.umkcollege.in/index.php/administration#</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.

Ujani Majuli Kherkatia College, one of the prime institution for higher education of Majuli, manifests effective leadership through the process of decentralization and participatory management. Different cells/committees are working in the college for smooth functioning of different activities. The Academic Cell designs and implements various plans regarding academic and operational matters. To maintain the orderly and methodical operation of the college, the Principal, Governing Body, the members of the IQAC, HoDs, teaching and non-teaching staff, student representatives, alumni and parents are involved in developing various policies, practices, guidelines, and norms relating to admission, grievance, counseling, etc., and successful execution of the same. To accomplish the vision and mission, all the stakeholders are given joint authority. The respective departments design the class routines and course plans. The college encourages faculty members to organize and attend seminars, workshops, conferences, training programmes and FDPs. Moreover, the faculty members have the opportunity to develop their leadership qualities through their involvement in academic, co-curricular, and extension activities, such as NSS, NCC, various sports, and cultural events. The students along with the Prof-in-charge arrange numerous extension activities in the college as well as in different localities to raise awareness about various diseases and social issues.

File Description	Documents
Paste link for additional information	<a href="https://www.umkcollege.in/index.php/administration#">https://www.umkcollege.in/index.php/administration#</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 prepared short-term (5 years) and long-term (10 Years) Perspective Plans to fulfill its requirements, considering the quality indicators of seven criterions determined by NAAC. The plan has been formulated to achieve the overall goal of the institute, considering the inputs from all the stakeholders. The plan mainly concentrates on the following points:

1. Faculty members actively participate in designing the course plans, setting of question papers, conducting examinations, arrangement of remedial classes and other academic-related activities.
2. Incorporation of add-on courses.
3. Arrangement of various awareness programs, such as health & nutrition, Mental Health awareness, women empowerment, disaster management, voter awareness etc., for the localities.
4. Effective utilization of the library, available e-resources and ICT enabled classrooms.
5. The IQAC continuously works on the successful implementation of the corrective measures/ strategies and the other stakeholders help in every matter.
6. Singing of MoUs for faculty and student exchange programme.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.umkcollege.in/images/Institution_Development_Plan.pdf">https://www.umkcollege.in/images/Institution_Development_Plan.pdf</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 functioning of all infrastructure and Academic Committees is effective and efficient. The Governing Body of the college monitors all infrastructure development, planning and renovation. The various levels within the college administration is described below:

1. The Governing Body (Total member of 13) is a major stakeholder of the college. The members are in constant contact with the Principal for decisions pertaining to finance, recruitment, infrastructure, issues and programs mainly focusing on the comprehensive development of the college.
2. The Principal is constantly assisted by the Head of the Departments of the college, the other teaching staff as well as the non-teaching staff.
3. The Head of the Department supervises the smooth operation of the respective departments. Decisions pertaining to the department which are related to both the curricular and co-curricular activities are taken in these meetings presided mostly by the head of the departments.
4. The IQAC strives to achieve quality enhancement. The IQAC has an integral part in the implementation and maintenance of the overall quality of the institution.
5. The Student Council, UMKCSU is elected democratically by the students and the council works for the good of the college

File Description	Documents
Paste link for additional information	<a href="https://www.umkcollege.in/index.php">https://www.umkcollege.in/index.php</a>
Link to Organogram of the Institution webpage	<a href="https://www.umkcollege.in/index.php/administration/organogram">https://www.umkcollege.in/index.php/administration/organogram</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**

C. Any 2 of the above

**and Support Examination**

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

**6.3 - Faculty Empowerment Strategies**

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

The college takes care of the academic, financial, physical and psychological well-being of the members through various measures thereby cultivating a cordial atmosphere inside the campus. For the empowerment of teaching and Non-teaching staff the college has endeavored to adopt different welfare measures and strategies such as-

The college always encourages the faculty members to participate in capacity building and faculty development programs like Refresher Course, Orientation Programme, Short Term Course etc. likewise leaves are granted as feasibility.

The college has the facility of separate reading cabin for teaching faculties in the college library.

The college administration is in favour of providing all sorts of regular govt. welfare and faculty enhancement schemes to its teaching and non-teaching staff, such as- maternity leave, casual leave, child care leave etc.

Retirement benefits, VRS, 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. Financial assistance during medical emergency. The college has a Teacher's & Employees Welfare Fund run by the Teaching staff.

College offers other facilities like- Well-furnished

conference room. Canteen facilities for all. Leave benefits for both teaching and non-teaching staff.

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

02

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

01

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	<a href="#">View File</a>
Reports of Academic Staff College or similar centers	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**

**42**

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 takes care of the academic, financial, physical and psychological well-being of the members through various measures thereby cultivating a cordial atmosphere inside the

campus.

1. The institutions has adhere to the norms and conditions set by the UGC and DHE, Assam during the process of appointment of teaching and non-teaching staffs.
2. The college has also assessed the performance of the teaching faculty annually.
3. The performance of a faculty member is assessed in accordance with the rule of Performance Based Appraisal System (PBAS) under the UGC Career Advancement Scheme (CAS) that is based on the API score. This is further checked and verified by the Head of the Department and the Coordinator of IQAC.
4. All non-teaching staff are also assessed through annual confidential reports and annual performance appraisal.

File Description	Documents
Paste link for additional information	<a href="https://www.umkcollege.in/index.php/adm_inistration/notices-notifications">https://www.umkcollege.in/index.php/adm_inistration/notices-notifications</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

Both Internal and External audits of all funds have been completed till Financial Year 2019-2020. The only source of fund for the college is admission and tuition fee which is reimbursed by Govt. of Assam. Internal Audit is done by local auditors appointed by the Governing Body of the college. After completion of Internal Audit, the Audit Report is presented by the Principal in the Governing Body and approval. The Audit objections have to be cleared by the Principal who is the secretary of the Governing Body and DDO of the college.

1.External audit of funds is again done by Assam Govt. auditors. Only then the Governing Body approves the concerned audit. All the vouchers of expenditures made by the Principal

are examined by both Internal and External auditors. 2.UGC funds and some other grants are audited by Govt. certified Chartered Accountants.

.The audit of different funds received by the college has been updated until the retirement of former Principal-in-Charge of the college, Mr. Tulen Chutia. Both internal and external audits from 01-02-2011 to 31-12-2021 are up-to-date. The files and vouchers are submitted to CA for the audit of 2021-2022 financial year.

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

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

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

1075260

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 mobilizes funds from internal and external sources and makes necessary arrangements for the optimal utilization of resources available. Various mechanisms such as Construction Committee and audits are employed to ensure optimal utilization of available resources and check misuse of funds. The external sources of college funds include:

1. University Grant Commission (UGC).
2. Government of Assam.
3. RMSA

The Ujani Majuli Kherkatia College generates funds from Internal Sources

from Hostel fees from students

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

## 6.5 - Internal Quality Assurance System

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

The Internal Quality Assurance Cell of this college has been working for the quality maintenance and quality enhancement and sustenance through internalizing the quality culture and institutionalization of the best practices ever since its establishment. The prime task of the IQAC is to develop a system for conscious, consistent and catalytic action to improve in the academic and administrative performance of the institution. It identifies parameters of qualities, strategies, and chalks out a plan of action for their completion. The institution through IQAC participates in various national assessment and accreditation institutions like National Assessment and Accreditation Council (NAAC), All India Survey of Higher Education (AISHE). It enables the institution to improve and undergo a systematic change to meet the national and international standards of higher education. To bring a qualitative change in the institution, a mechanism of mentorship programme was introduced. Furthermore, the institution through IQAC encourages the teachers to participate in various faculty development programmes so that they are updated with the latest developments in their respective fields.



File Description	Documents
Paste link for additional information	<a href="https://www.umkcollege.in/index.php/igac/">https://www.umkcollege.in/index.php/igac/</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

IQAC reviews the teaching-learning process, structures, methodologies of operations, and learning outcomes of the college at periodic intervals. It ensures that classes are taken as per

the academic calendar of the college and completed on time. It also makes sure that the results of the semester and Sessional Examinations are analyzed by departments on a regular basis. On the basis of these analyses, if any loopholes are found, IQAC ensures that remedial actions are taken by the college, and also for students who perform poorly in the sessional examinations, remedial classes are taken. IQAC also ensures that the latest tools and methodologies of the teaching-learning process are in place in the college and properly utilized for the overall benefit of the institution. It encourages the teachers to participate in

various courses concerning the teaching-learning process including Refreshers Courses, Orientation programmes, and other faculty development programmes. IQAC is facilitating the institution and the departments to sign MoU with other institutions and departments of different colleges for academic, teaching exchange. Collects feedback from all stakeholders and analyze them and takes action accordingly.. The IQAC is taking initiative to develop professional quality of teachers like Faculty Development Program (FDP), Webinars etc.

File Description	Documents
Paste link for additional information	<a href="https://www.umkcollege.in/index.php/iqac/naac-ssr">https://www.umkcollege.in/index.php/iqac/naac-ssr</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)**

**C. Any 2 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://www.umkcollege.in/index.php/iqac/naac-ssr">https://www.umkcollege.in/index.php/iqac/naac-ssr</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

Gender equity is a burning problem in the Indian society. As students are the responsible citizens of the society, their education and upbringing play a great role in shaping their nature and character. In the present educational system moral values and respect for girls and women are on the wane. Therefore, student of this college are sensitized towards

gender equity. Boys and girls are treated equally in all matters related to their education and progression. Our college has an average of 60% students who are girls. There is no discrimination between boys and girls. A number of initiatives have been taken to uplift the status of girls in this college. A dozen girls from this college have been employed as defense and police personnel because of having NCC training and certificate. The college campus is under CCTV camera surveillance. Girls Hotel, Girls common Room, separate, toilets and wash rooms for girls have been constructed to provide adequate facility to them. In the reading room of library also girls are allocated proper reading facilities. As the system is co-educational, the college is always sensitive to the complaints of any kind of harassment of girls. All complaints are resolved without delay.

File Description	Documents
Annual gender sensitization action plan	Nil
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	Nil

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

system Hazardous chemicals and radioactive waste management

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. Some of the non-degradable waste are disposed via vendor.
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	<a href="#">View File</a>
Geo tagged photographs of the facilities	Nil
Any other relevant information	<a href="#">View File</a>

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

C. Any 2 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**

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

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

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

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

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

File Description	Documents
Geo tagged photographs / videos of the facilities	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. Caste system is not so rigid as in other parts of the country. Inter-caste marriages are popular between tribal and nontribal communities and between high caste and low caste, between people of different states living in Majuli. Assamese is the common lingua franca used by all communities and students of the college. The Mishing people speak the Mishing dialects. 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)	<a href="#">View File</a>
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.

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 and Girls' Child Day was organized 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	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

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

A. All of the above



File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	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. The National Librarian Day on 12th August was celebrated by the college every year on the memory of S. R. Ranganathan.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	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 Practices 1: Student Mentoring

The College is situated in a backward, flood-prone, rural, remote tribal locality and most of our students belong to ST/SC and other backward communities. Therefore, mentoring of students by teachers of every department has been adopted as one of the best practices of the college. Guidance, counseling, personal suggestions of teachers in respect of academic, co-curricular and extra-curricular activities are only strategies that can ascertain the holistic development of students. The practice of mentoring system has resulted in the improvement of the academic environment of the college. Students are now compelled to attend classes more regularly than usual. They have become more punctual, inquisitive and serious in studies.

Best practice 2: social service and awareness: As the college is situated in a remote rural area of Majuli, awareness for higher education is at its low ebb. Students think about acquiring a degree and seeking a job. As the job scenario is shrinking day by day, students need to be aware of the hard realities of life and of self-dependence through self-employment. The practice of student awareness towards social accountability, sanitation, health and hygiene has achieved expected results.

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

Ujani Majuli Kherkatia College is situated in a tribal dominated area and almost 70% of the students in the college are girls. Empowering woman politically, socially and economically has always been the priority and thrust area of

the college. The college endeavours to make the girls students powerful and capable of deciding for themselves. The college authority, teaching and non-teaching staff, Governing Body and other stakeholder of the college understand the need and importance of providing equal opportunities to the girl students of the college and always try to create conducive atmosphere to achieve the desired goals. One of the main objectives of the college is to uplift the girl students and make them competent citizen of the country. They are motivated to pursue a career to be economically self-sufficient, independent and empowered at the same time to have a bright future. The college NSS unit has 100 volunteers and among them more than 50% NSS volunteers are girl students. They carried out the regular activities round the year along with the special camp in adopted village and through various social service activities the volunteers get the opportunity to develop their personality, level of confidence and leadership quality.

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 IQAC has identified the broad objectives which the College should strive to achieve during this period, which are enumerated as follows:

- 1) More effort has been given to promote the practice of innovation through the innovation cell.
- 2) To organize more institution/ state/ national level workshops/seminars /conferences/popular talks in various departments.
- 3) To reinforce the scope of Career Guidance and Placement cells for providing effective training to our students in particular and the community in general for competitive examinations.
- 4) To upgrade Library Automation which can be accessed by Students and Faculty.

- 5) Preparation and submission of AQAR regularly.
- 6) To follow the best practices yeraly.
- 7) To submit the SSR in due time for assessment and accreditation.