



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution		PASCHIM GUWAHATI MAHAVIDYALAYA
• Name of the Head of the institution	Dr. Rana Sarmah	
• Designation	Principal	
• Does the institution function from its own campus?	Yes	
• Phone no./Alternate phone no.	0361285405	
• Mobile No:	9531475684	
• Registered e-mail	pgm17dharapur@gmail.com	
• Alternate e-mail	pgmahavidyalaya@rediffmail.com	
• Address	Amrit Bharali Path, Village Dharapur, P.O. & P.S.- Azara	
• City/Town	Guwahati	
• State/UT	Assam	
• Pin Code	781017	
2.Institutional status		
• Affiliated / Constitution Colleges	Affiliated	
• Type of Institution	Co-education	
• Location	Semi-Urban	

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	Gauhati University				
• Name of the IQAC Coordinator	Dr. Mrinmoyee Bhattacharyya				
• Phone No.	9864011806				
• Alternate phone No.	9864011806				
• Mobile	9864011806				
• IQAC e-mail address	iqac.pgm@gmail.com				
• Alternate e-mail address	pgm17dharapur@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://pgmdharapur.ac.in/PDFs/AQAR%202021-22.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://pgmdharapur.ac.in/PDFs/ac_2022-23.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C++	67.00	2004	16/09/2004	15/09/2009
Cycle 2	B	2.39	2015	15/11/2015	14/11/2020
Cycle 3	B+	2.54	2022	12/04/2022	11/04/2027
6.Date of Establishment of IQAC	11/04/2003				
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	
Paschim Guwahati Mahavidyalaya	Fee Waiver	State Government	2022-2023	6536944	

8. Whether composition of IQAC as per latest NAAC guidelines	Yes
<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File
9. No. of IQAC meetings held during the year	8
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> • If yes, mention the amount 	
11. Significant contributions made by IQAC during the current year (maximum five bullets)	
<p>1. Student feedback on curriculum, student safety and employer feedback have introduced in the last session. All these are in operational along with student feedback on teacher which have been in practice. Moreover, alumni feedback on overall development of the college has also been in practice. Feedback on teachers is collected, analysed and its outcomes are addressed at individual level by the Head of the Institution.</p>	
<p>2. Best graduate award for Arts and Commerce has introduced in the last session and implemented this session. This initiation is getting good supportive response from several corners as the students gets highly encouraged excellent result. Best library user award also for student and faculty member has been introduced in the last session for maintaining healthy academic environment in the institution and implemented this session. Awards are given on the college foundation day i.e. 5th of September.</p>	
<p>3. Mentoring classes has been introduced and in operation to some desired level. Report of mentoring has been collected from concerned faculties and action taken at appropriate level. It is evident that after the introduction of mentoring practice many students are more</p>	

regular in their classes.

4. Celebration of various Commemorative Day (Independence Day, Republic Day, World environmental day, World sanitation day, National Khadi Day, Rastriya Ekta Divas, Rabha Divas, Matribhasha Divas, World Water Day etc.) were in our Institution in the last session, for creating awareness and integration among the students in local, national and global perspective. The overwhelm enthusiasm is seen among faculties and students for celebration.

5. Departments are engaged to organize popular talks / research-based talks / memorial lectures on diverse topics for knowledge enhancement and development of spirit of national integration among students.

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

Plan of Action	Achievements/Outcomes
<p>To organize Administrative Training for Teaching & Non-Teaching staff.</p>	<p>Training for Teaching & Non-Teaching staff on general administration & office Automation was held on 12/06/2023 to 14/06/2023 and successfully completed. A total of 35 number of participants have attended in the program. Participation of participants from nearby three higher educational institutions is considered to be a contributory outcome of this program.</p>
<p>Best Department Award Proforma reviewing committee to be constituted for II time after introduction.</p>	<p>Acting on continued effort to enhance quality on departmental performance, a committee was constituted by the IQAC for reviewing the Best Department Award score sheet Proforma. The committee has reviewed the Proforma considering suggestions and grievances received from different departments. The submitted Proforma has been approved in IQAC meeting after threadbare discussion and debate and finally reinforced.</p>

<p>Introduction of new Add-On Courses in certain departments in advent of NEP 2020</p>	<p>Five departments have submitted proposal through IQAC to introduce Add-On Courses in their departments to the college Governing Body which have approved unanimously. and another five numbers of new Add on courses have been successfully introduced.</p>
<p>Execution of fresh Memorandum of Understanding (MOU) with nearby Higher Educational Institutions for various faculty exchange and student exchange program</p>	<p>On IQAC initiatives, three additional Memorandum of Understanding (MOU) has been signed & executed for execution of various academic programs between the institutions.</p>
<p>To organize orientation program & talk on implementation of NEP 2020</p>	<p>The college has organised the following programs on NEP2020 through IQAC initiative. 1. Orientation program on implementation of NEP2020 entitled "Implementation of NEP 2020, Issues and challenges" was held on 17.02.2023 2. Lecture program on "Four Year Undergraduate Programme (FYUGP) vis-à-vis NEP 2020," was held on 06.04.2023.</p>
<p>To organized self-defense program for girls' student.</p>	<p>One day self-defense program for girl's student was organized by Women Cell, Paschim Guwahati Mahavidyalaya in association with IQAC on 02.02.2023. More than fifty girls' students from different institution of nearby area were participated on that program.</p>
<p>13. Whether the AQAR was placed before statutory body?</p>	<p>Yes</p>
<ul style="list-style-type: none"> Name of the statutory body 	

Name	Date of meeting(s)
Governing Body	13/09/2023

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	02/03/2023

15. Multidisciplinary / interdisciplinary

a). The vision of the institution is to foster society relevant credible higher education. To make the higher education socially relevant and credible, the institution adopts several measures to transform itself into a multidisciplinary institution. It is working to get approval the science stream from the government.

c). In fact the institution offers curricular framed by the affiliating university. However, flexible and innovative curricular that includes credit-based courses, projects and assignments in the events of community engagement, environmental educations and value-based towards the attainment of a holistic and multidisciplinary education which is embodied in the curricular framed by the university. As per syllabus, concerned, departments of the college conduct community & environmental projects regularly.

d). Moreover, at the advent of implementation of NEP2020, institution has been integrated multi-disciplinary courses as per the direction of affiliating university i.e., Gauhati University from this session. Our institution follows all the guidelines & the strategies which are made by Gauhati University. The institution is adopting measures to introduce vocational and add on courses in different courses, such as -Basic Computer Application, Spoken Hindi, Yoga Education, Panchayati Raj and Practice, Byabaharik Asomiya, Gaon Panchayat in practice, Human Rights, Translations Studies etc. Besides, the institution is planning to offer science subjects with the approval of the government.

f). Gauhati University has prescribed Multidisciplinary / interdisciplinary courses from this session on various topics. Such as- Humanities and Social Science (Makers of modern Assam), Value-added Courses (Environmental Studies)

16. Academic bank of credits (ABC):

1. Basic data on Academic Bank of Credits are available with the

institutions. For this purpose, a centralized data base of the students is already maintained and it would be followed to digitally store the academic credits earned by the students.

2. Paschim Guwahati Mahavidyalaya is an institute of higher education affiliated to Gauhati University. The college has to follow the guidelines of the affiliating university. The affiliating University, i.e Gauhati University lays down the framework for curriculum designing along with credit system, assessment system & evaluation system. From this session affiliating University ie. Gauhati University has introduced ABC and colleges are asked to register in ABC. As such our institution has already registered ABC under Gauhati University as the Government of Assam announced to implement NEP 2020 from this year.

17.Skill development:

1. Institution is planning to initiate more vocational education courses and soft skills for the students in alignment with National skills Qualification framework. Under the CBCS system of affiliating University i.e- Gauhati University has already prescribed various skill development papers to every department at under graduate level and these are already followed by our institution.
2. From this session, more than 200 skill enhancement papers have been enlisted in the NEP2020 course by the Gauhati University and our institution has also selected some skill enhancement papers which are appropriate for our student. These are- Byabaharik Asomiya, Agricultural production system in North-East India, Life Skill Education, Business Communication, Spoken Hindi, Geography of Tourism, Philosophical Counselling, and Panchayati Raj in Practice. From this session, all the departments followed the opted new skill enhancement papers and taking classes regularly as per scheduled time table.
3. In view of the importance of value-based education, the institution has taken some measures which would create positivity among the student. To inculcate value-based education, the institution celebrates, International Yoga Day along with Yoga camp, World Water Day, International women Day, World Environment Day, World Aids Day along with blood donation camp, etc. Moreover, some vocational courses are also introduced by the institution. These are Basic Computer Application, Yoga, Panchayati Raj in Practice, Tourism for North East India etc.

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

1. Delineate the strategy and details regarding the integration of the Indian Knowledge system into the curriculum using both offline and online courses.

The institution has been following the curriculum and syllabus designed by Gauhati University as the institution is affiliated to G.U. From 2023, the Gauhati University has implemented NEP, 2023 and integrated Indian Knowledge System related papers like 'Understanding India', 'Ancient Indian Thought' etc to the curriculum and accordingly designed the syllabus of G.U courses. Our institution has been imparting knowledge to the students on such Indian Knowledge System related papers.

1. The institution is planning to teach Assamese language to non-academic students. So far as teaching in Indian Language is concerned, Assamese and Hindi have been taught as compulsory subjects in the college apart from English. Honors in Assamese & Hindi language are also available in our institution Medium of instruction at Under- Graduate level is bilingual.

The institution has also trained a few teachers through participation in UGC sponsored short term Faculty Training Programme on Indian knowledge system organised by Malaviya Mission Teacher Training Centre (MMTTC), GU in collaboration with Indian Knowledge system division, Ministry of Education, Goot of India, New Delhi. Our institution is also planning to conduct seminars, workshop etc for students and teachers on Indian Knowledge System for appropriate integration of Indian Knowledge System using offline and on line so that knowledge of Indian Knowledge System can be transmitted to students and faculties. The institution has also planned to purchase some fundamentals books on Indian Knowledge System for college library.

1. i.) Degree courses taught in Indian language, BA in Assamese. BA in Hindi, MA in Assamese.

ii.) Degree courses taught bilingually B.com in commerce, BA in Economics, Education, History, Political science, MA in Political Science.

1. Effort of integration of Indian Language has been preserved and promotes through publication of college magazine in three languages viz English, Assamese & Hindi. For encouraging the students, award winning creative writing on different languages have been published in the college magazine.

In the context of Indian Traditional knowledge system, Yoga Education gained of worldwide popularity. Accordingly, our institution has constituted a yoga committee which is regularly involved in practicing yoga. The committee also organise Yoga camp every year. Understanding the importance of Yoga Education, Department of Education of our institution has taken an Add on Courses on Yoga for health promotion from this session at the advent of NEP2020.

Establishment of book section entitled "North East Corner" and "Bhupen Hazarika Corner" in the central library is also an effort for integration of Indian Knowledge culture in us among the students.

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

1. The Institution is implementing outcome-based education as per affiliating university curriculum. In teaching-learning process, institution always encourages student centric learning method. The CBCS curriculum of UG course under Gauhati University has laid down the learning outcome in terms of Programme Outcome (PO), Programme Specific Outcome (PSO) and Course Outcome (CO). The students are made aware of the learning outcomes by counselling programme at the time of admission and all the learning outcomes are uploaded in the college website.
2. Focus on Outcome based education (OBE): The Institution is implementing outcome-based education as per affiliating university curriculum. The institution has taken various initiatives to transform its curriculum towards outcome-based education. To measure the learning outcome, institution has taken viva-voce and practical examination in certain subjects. Moreover, field visit and case study reports, different academic project reports prepared by the student, student seminar act as tools to transform curriculum to outcome-based education. Institution has been regularly inviting alumni who are being able to establish in a good position in the society, as resource person to encourage the students in various seminar and talks of the institution. The whole outcome-based education process in the institution can be assessed on Alumni Day of the college on 31st May every year. The gathering includes alumni who are being able to establish themselves in various fields of the society, as college teacher or school teacher, business man to the defence sector, air force, army, from the exclusive world of modelling, acting, to national and international sport personalities. Some of the alumni members

are in active in party politics and some others passionately involved in social services such as "Blood donation group" to assist anyone in distress. These are the examples of students transforming learning into a practical way of life, finding the best way possible with one's individual capacity and making a livelihood out of it turning into socially responsible citizen justifying the proper outcome-based education.

3. As the outcome-based Education needs restructuring the curriculum and assessment model, the institution has its limited capacity, because the framework for outcome-based education has to be laid down by the affiliating University i.e, Gauhati University. From this session, Gauhati University along with Government of Assam instructs the institution to implement the guidelines of NEP2020 on outcome-based education and accordingly our institution will definitely follow the guidelines of affiliating University. Mentoring is practice regularly to make understand students for outcome based education.

20.Distance education/online education:

1. Institution is planning to implement were distance learning program. Institution has already a centre of distance education university known as Krishna Kanta Handique State Open University (KKHSOU) where an average of 100 students are enrolled and given various degree and diplomas. In this centre study material are also provided and orientation classes are taken in online mode.
2. Institution has five numbers of no's digital class rooms, language lab, e-resource room which are extensively use for teaching learning activities. Teachers are involved in encouraging and guiding students to use E-Pathsala, Swayam and others in e-resource room of the institution. A good number of students are enrolled in different courses under MOOCS. During the period of lockdown and now also teachers take classes though various platforms like Google Class Room, Google Meet, Zoom Platform etc.

Moreover, to meet the NEP 2020, institution is planning to take more courses in blended mode.

Extended Profile

1.Programme

1.1

14

Number of courses offered by the institution across all programs during the year		
File Description	Documents	
Data Template	View File	
2.Student		
2.1		1381
Number of students during the year		
File Description	Documents	
Data Template	View File	
2.2		461
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		
File Description	Documents	
Data Template	View File	
2.3		187
Number of outgoing/ final year students during the year		
File Description	Documents	
Data Template	View File	
3.Academic		
3.1		32
Number of full time teachers during the year		
File Description	Documents	
Data Template	View File	
3.2		42
Number of Sanctioned posts during the year		

File Description	Documents
Data Template	View File

4.Institution	
4.1 Total number of Classrooms and Seminar halls	30
4.2 Total expenditure excluding salary during the year (INR in lakhs)	111.33
4.3 Total number of computers on campus for academic purposes	66

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

Paschim Guwahati Mahavidyalaya follows curriculum framed by Guwahati University, the affiliating University, at under graduate level for both the Arts and Commerce streams and Post Graduate level in Assamese and Political Science. To deliver the curriculum effectively, the Academic Council of the College prepares an Annual Academic calendar based on the Calendar prepared by Gauhati University for the whole academic session consisting two semesters. The Routine committee prepares the master Routine under the guidance of Academic Council. Heads of Departments are entrusted with the responsibility of distributing the courses as per syllabus, prescribed by the Gauhati University amongst the teachers of the Departments. Accordingly, class routines are prepared and portions are allocated. Class monitoring is conducted by the Principal, Vice-Principal and Academic Council.

Classes are held as per routine and the class attendance of the students is recorded online attendance portal through mobile phones from the session 2019-20.

One sessional Examination of each semester is conducted as per Academic calendar following the pattern suggested by Gauhati University. The Examination Committee formed every semester looks

after the internal as well as the University final Examinations.

To involve students in participating learning, Departmental Wall Magazine, 'College Magazine', 'Lexicon', 'Aj ka Sabd' etc. are prepared.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://pgmdharapur.ac.in/PDFs/AQAR/2022-23/1.1.1.pdf

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

The Academic Committee /Council of the college prepares an annual Academic Calendar based on the Calendar session consisting of two semester i.e Odd and Even. The college Academic calendar is made available to each student through the prospectus and college website.

Sessional Examination for UG and PG odd semesters are conducted in the month of September /October and Semester end Examinations are conducted in the month of November- December as per University notification.

Sessional Examination for UG and PG Even semesters are conducted in the month of March /April every year. Semester end Examinations of even semester are conducted in the month of May -June as per University notification.

For continuous general evaluation of the Students College has follows the following measures.

1. One sessional Examination is held for each course in each semester.
2. Periodical class tests are conducted by the Department.
3. Seminars of students are also organized Departmentally
4. Home Assignments and projects also allotted to the students.
5. Through personal mentoring weak students are identified and given extra class.
6. Department organize popular talks.
7. College week for co-curricular activities is held as per the Academic Calendar.

8. The students Union Election is completed generally around Sept/Oct every year.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://pgmdharapur.ac.in/PDFs/AQAR/2022-23/1.1.2.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

D. Any 1 of the above

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

1.2 - Academic Flexibility

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

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

16

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

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

3

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

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

36

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

36

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

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

Paschim Guwahati Mahavidyalaya being an affiliated college i.e.follows the curriculum offered by its affiliating institution Gauhati University.

Two papers on ethics in Philosophy in B.A.3rd SEM Philosophy honours and regular course PHI-HC-3036 and PH-HG-3016 respectively. Two papers in B.A 6th semester PHI-HC-6026 Meta Ethics and PHI-HE-6036 Applied Ethics.

Two papers containing units on value education are included in the

B.A 3rd semester in both Honours and Regular courses of Education Department.

Department of Political Science has paper on Human rights in honours courses in the 5th and 6th semester as a part of their course curriculum .The Department has another paper in B.A 3rd semester Regular course with a unit Fundamental Rights..

Department of Education also has one paper in the B.A 3rd semester Honours course with a unit on Education and Human Rights.

A paper on women's writing is offered to the students of B.A 5th semester English honours course.

Another unit on Feminism is offered to the students of B.A 1st semester honours and regular course by the Political science Department.

A paper British Romantic literature ENG-HC-4026 included one unit conceptions of nature in B.A 4th semester in English honours course.

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	View File

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

14

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

1004

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
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File Description	Documents
Upload any additional information	View File
URL for feedback report	https://pgmdharapur.ac.in/feedbackreports

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

2500

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

462

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Doing efforts to develop human resources, the college has been providing special attention for slow and advanced learners. The college has been continuing the mentoring classes for giving proper

guidance to go forward with proper direction in future life of the students. The students are assessed on the basis of their classroom performance, class tests, home assignments, viva, individual interactions along with their participation in different Extra Curricular activities in the college and outside.

Strategies for slow learners:

For unsuccessful students in exam, another chance to appear, personalized teaching, tutorial and additional classes, assessment of their progress, home assignment, parent -teachers meet, involvement in social and community activities have been given to the students.

Strategies for advanced learners: Additional and advanced reading materials, different motivational programmes, lectures by eminent personalities from different fields, students' seminars, quizzes etc. have been organized to encourage and motivate the advanced learners, Faculty members guiding the advanced learners particularly to write, prepare and present the research papers, different project reports following standard research methodology, organizes different interactive programmes with eminent personalities from required fields to inspire and motivate the advanced learners, encourages to use the e-learning accesses properly in their preparation of answers, Advanced learners are engaged to deliver lectures before faculties, students, audience.

File Description	Documents
Link for additional Information	https://pgmdharapur.ac.in/PDFs/AQAR/2022-23/2.2.1.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
1381	32

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

College adopted different student centric methods like experiential, participatory and problem-solving methodologies for enhancing active participation of the students in the teaching- learning and evaluation process.

Different academic field visits are conducted like Book Fairs, University libraries, guided to undertake different project works and home assignments, encouraged to engage themselves in different useful learning activities like Departmental Wall Magazine, departmental seminars, quiz, painting competition, group discussions, get together programmes, etc.

To facilitate participatory learning teaching aids like Google Classroom, interactive sessions; Co-curricular, extra-curricular like different sports and cultural events including Inter College Competitions, Youth Festivals, Cultural Programmes in the North-East Book Fair, NCC and NSS events etc community activities and value-added Programmes like blood donation, health check- up and health awareness camps, cleanliness drives, tree plantation have been organised. Students are appointed as members of different committees of the college and assigned responsibilities in administrative bodies.

Students are made to organize different skill education in the form of Yoga, Meditation, Creative and Performing Art and awareness lectures; NCC cadets and NSS volunteers are encouraged to get involved in various current social issues and burning problems of the community; Opportunities provided for the students to get involved in Students' Union.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://pgmdharapur.ac.in/PDFs/AQAR/2022-23/2.3.1.pdf

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

Continuation of LMS System enabled teachers to record attendance of students, classes, maintains activity diary and covered of syllabus

using smart phones.

Digital Library with an Internet Zone for the benefit of the students, teachers and other library users.

A Language Laboratory has been set up with 31 nos. of computers and Digital Display Board installed in laboratory. Students can use the laboratory for improvement of their language skills in both pronunciation and understanding.

Three Digital Class Rooms and one E -Resource centre have been created to facilitate teachers and students with modern day teaching-learning experiences. Creation of two more Smart Class Rooms have been under progress with the help of RUSA Infrastructure Grant.

The college has Wi-Fi facilities to students for Swayam, Adorn classes and staff of the college. All departments, IQAC Room, Library, and Computer Centre were covered with the Wi-Fi facility. Teachers also use personal mobile internet facilities to search and share online resources with the students.

Each Department created class wise WhatsApp groups, using Google meet/ Zoom Network for online classes for better communication, guidance and sharing e-resources for effective teaching-learning environment among teachers and students which proved very successful.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://pgmdharapur.ac.in/PDFs/4.1.3%20Pho%20tos%20of%20Classrooms%20with%20ICT%20facil%20ity.pdf

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

32

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

29

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

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

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

18

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

32

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

2.5 - Evaluation Process and Reforms

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

Academic Calendar prepared by Academic Council taking into consideration different academic matters of college and plans accordingly for the entire academic session.

One sessional examination is held in every semester and class tests, group discussions, quizzes are held in time. The Examination Committee of the college conducts all the internal and external examinations in the college. Each department conducts the Sessional Examinations for their respective Honours papers and the Examination Committee organizes examinations for general papers centrally.

The college organizes Orientation Programmes for the newly admitted students in the beginning of a new academic session, to make them acquainted with the various rules and regulations of the college including the examination systems. These examination notices are displayed in the departmental and college notice boards, in the college website and Principal's official WhatsApp Group.

Internal Quality Assurance Cell regularly monitors the feedback system on different academic matters including on the mechanism of internal assessment with the help of the Feedback Committee. College organizes PTMs and feedbacks from the guardians are also collected. The guardians can approach the departments and faculty members any time to know about the progress and performance of their wards and about their regularity in attending college.

File Description	Documents
Any additional information	View File
Link for additional information	https://pgmdharapur.ac.in/PDFs/AQAR/2022-23/2.5.1%20final.pdf

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

Each academic department resolves the grievances related to sessional examinations in their respective subjects of the college. Unsuccessful students and students who fail to appear in the sessional examinations on genuine ground, are allowed to re-appear in the re-examination, against application, conducted by the concerned departments or are allotted Home Assignments in the respective subject. The faculty members of the college always clarify the doubts and enquiries of the students on any academic matter. In case University not updated the internal marks of a student whether the student appeared in the sessional examinations and college also submitted the marks in University Portal, in such cases college authority resubmit the marks after verification through a special format prepared by college to the University.

File Description	Documents
Any additional information	View File
Link for additional information	https://pgmdharapur.ac.in/PDFs/AQAR/2022-23/2.5.2.pdf

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 adopts different mechanism and practices to communicate the course outcome to all the stakeholders of the college. The main objectives of such mechanism and practices are to provide the students and the teachers a clear and comprehensive idea of the concerned courses in connection with the teaching learning process and to formulate measures for rectification if necessary. The main features of "Programme Outcomes" (POs) and "Course Outcomes" (COs) of every department are displayed explicitly in the college Website (www.pgmdharapur.ac.in).

- "Deepar's Echo", the annual college newsletter, departmental newsletters cum E- Journal in Politika, Arunudo, Economic Review; Venture, Anannya, "Nibedan", the college annual magazine highlight the programme outcome of the college by reflecting the achievements of the students in academic and other allied fields.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://pgmdharapur.ac.in/dept-magazine
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The college regularly evaluates the attainment of Programme Outcomes, Programme

Specific Outcomes and Course Outcomes primarily on the basis of the performances

of the students in formative and summative assessment in the courses.

The Programme Outcomes are measured on the basis of the marks obtained by the students in the concerned external and internal examinations.

The sessional and other internal examinations conducted by the college as per procedure prescribed by the affiliating university help to observe the specific knowledge and skills of the students.

Viva voce and practical examinations in certain subjects are important tools to measure the learning outcomes.

Field Visit and Case Study Reports, different academic project reports, home assignment prepared by the students, act as tools to measure their knowledge, understanding, skills and learning outcomes.

The departments organize departmental seminars, group discussions, talks, subject oriented quizzes and debates and parent- teachers meet regularly to review the teaching- learning and evaluation process. The college has a Career Counseling Cell and conducted mentoring classes to resolve various academic and psychological problems to offer proper guidance to the students which act as a method of indirect assessment strategy.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://pgmdharapur.ac.in/PDFs/AQAR/2022-23/2.6.2.pdf

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

187

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://pgmdharapur.ac.in/PDFs/AQAR/2022-23/GU%20Annual%20Report%20%202022-2023.pdf

2.7 - Student Satisfaction Survey

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

[https://pgmdharapur.ac.in/PDFs/feedback/Feedback%20on%20Student%20Satisfaction%20Survey%20\(SSS\).pdf](https://pgmdharapur.ac.in/PDFs/feedback/Feedback%20on%20Student%20Satisfaction%20Survey%20(SSS).pdf)

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	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

36

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during

the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

01

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

33

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

The diversified events comprising training programmes on career counselling, personality development, participation in competitive events, providing a learning platform to the students of the college with regard to their holistic development. The talent search events, cleanliness drives, cycle rallies on health issues have deep productive outcome as expected on those who participate. The blood donation drives and environment preservation measures, in trash disposal from the college campus and plantation in the area, and river cleaning, (including correct usage of water etc. as organised by NSS as a lecture)in connection with community is expected to make them conscientious citizens. Participation in College Elections, sports activities, events on gender issues has produced awareness due to which an absence of negative activities in the college campus regarding those can be still seen. NCC and NSS programmes have trained the students to be nationalistic, and devoted, by serving as

volunteers in various social events (Durga Puja, etc.). Regarding social upliftment of the neighbourhood, teachers of the college have taken classes in the nearby schools (under MoUs and otherwise). Sexual issues and awareness about harassment contributes towards mental health of the students.

File Description	Documents
Paste link for additional information	https://pgmdharapur.ac.in/PDFs/AQAR/2022-23/3.3.1.pdf
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
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

16

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)	View File

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

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

362

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)	View File

3.4 - Collaboration

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

09

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

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

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

09

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college has 26 nos. of well-lit and ventilated classrooms with different sizes and capacities equipped with good quality furniture and boards. These include 3 nos. of digital class rooms, all equipped with LCD projectors and smart boards. Out of classrooms one room is also used to hold seminars, workshops and other departmental activities for small groups of students apart from holding regular classes. In addition, there are two sets of portable projectors with screens which are used in different class rooms as and when necessary. 4 big sized class rooms (Halls) are also used as make shift Multi-Purpose Hall and used for general meetings, official functions, seminars, workshops and cultural functions etc. Apart from class rooms, there is one Digital Conference Room for conducting seminars and workshops. There are also two medium-size conference rooms including one inside the library for holding meetings and small presentations.

All the 12 departments are provided with computers, printers and other necessary furniture. There is one Psychological Laboratory, one Language Laboratory. One Library with good collection of books and journals is available for students, teachers, researchers as well as for reading enthusiast from local community with restricted facilities.

(please refer additional information)

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://pgmdharapur.ac.in/PDFs/AQAR/2022-23/4.1.1%20Additional%20information.pdf

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

Facilities for Games and Sports

1.Indoor Games

The college has an Indoor Sports Complex with 589.00 Sq.m. floor area. The Sports Complex has adequate facilities for various Indoor Games which include Table Tennis, Badminton, Carom , Arm-wrestling etc. Multi-gym facility with treadmills and weights are also provided inside the indoor sports complex.

2.Outdoor Games:

The College has facilities for various out door games and sports facilities which include 1 Volleyball Court, 1Basketball Court , one community playground adjacent to college used to play cricket, football and various athletic sports..

User Rate: 6.96

1.Indoor games- throughout the year (timing 2 PM to 4 PM).

2.Outdoor- seasonal

Facilities for Cultural Activities:

For conducting various cultural activities, the college uses the make shift Multi-Purpose Hall for indoor programmes and the open field for outdoor programmes with large number of students. Various activities like Freshmen Social, Annual College Week, Supta Pratibha Bikash Mancha and Alumni Day functions are held annually.

Selected groups of students are encouraged to take part in the cultural programme and competitions such as Youth Festivals, Inter college Debating Competition etc. annually.

(please refer additional information)

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://pgmdharapur.ac.in/PDFs/AOAR/2022-23/4.1.2%20Additional%20Information.pdf

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

9

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

9

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://pgmdharapur.ac.in/PDFs/AOAR/2022-23/4.1.3%20Photos%20of%20Classrooms%20with%20ICT%20facility.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)**4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)**

56.03

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The Bipin Chandra Baruah Library is a well-equipped library with computerized networking through SOUL 2.0 software and LAN and internet facilities. The library is well stocked with a collection of over 39,915 books in English, Assamese, Hindi and Bengali languages along with college component of e-Shodh Sindhu consortium with access to 6000+ journals, 164300+ e-books under NLIST and 6,00,000 e-books through NDL. Out of the total books, the library has a collection of 18,532 numbers of text books and 21,383 numbers of other books and reading material which includes relevant reference books and journals. The library is fully automated. A Local Area Network (LAN) using ILMS (Integrated Library Management System) Software for University Libraries (SOUL 2.0 College Version) was installed in the year 2008. This is extensively used for automating in-house activities and services of the library along with bar-coding facility for fast transaction of library resources. The Online Public Access Catalogue (OPAC) is made available for users to identify the status of availability of books and documents in the library.

(please refer additional information)

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://pgmdharapur.ac.in/PDFs/AQAR/2022-23/4.2.1%20Additional%20Information.pdf

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-

A. Any 4 or more of the above

books Databases Remote access toe-resources	
File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File
4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)	
4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)	
1.069	
File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File
4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)	
4.2.4.1 - Number of teachers and students using library per day over last one year	
25	
File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File
4.3 - IT Infrastructure	
4.3.1 - Institution frequently updates its IT facilities including Wi-Fi	
Paschim Guwahati Mahavidyalaya continuously updates its IT facilities at regular intervals by measures taken like installation of new computers, creation of Smart Class Rooms, creation of	

Language Laboratory, Introduction of LMS System for electronic record keeping of attendance of staff, online attendance record of students using mobile phones, adoption of customized accounting software for office, periodic updating of college website etc.

The college has increased the availability of computers from 41 numbers in the year 2015-16 to 94 in 2021-22. Three Digital Class Rooms have been created in the year 2017 to facilitate teachers and students with modern day teaching-learning experiences.

The college has built a Digital Library in the year 2017. The library has updated its Library Software SOUL 1.0 to SOUL 2.0. Institutional Digital Repository N-LIST e-resources Software programme, maintained by INFLIBNET, Ahmedabad has been renewed on 23-03-2022.

The college has created limited Wi-Fi facilities to students and staff of the college with Railnet Leased Line. All departments, IQAC Room, Principal's office, Library, and Computer Centre were covered with the Wi-Fi facility. Teachers also use personal mobile internet facilities to search and share online resources with the students.

(please refer additional information)

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://pgmdharapur.ac.in/PDFs/AQAR/2022-23/4.3.1%20Additional%20Information.pdf

4.3.2 - Number of Computers

90

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

4.3.3 - Bandwidth of internet connection in the Institution

C.10 - 30MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

23.64

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The College has policies and procedures in place for maintenance of day to day physical, academic, support facilities for total infrastructure including laboratory and library. Except an emergency situation, for any kind of purchase or maintenance of any infrastructural facilities, equipment etc. competitive bidding is called for and necessary tender formalities are observed. Information about tender is publicized through the college website sufficiently ahead of time. For any kind of purchase or maintenance of any gadget, requisition is submitted to the Principal by the concerned department or cell. The Principal then referred the matter to the Purchasing Committee. The Purchasing Committee of the college is formed with approval from the Governing body consisting of the Principal as the Chairperson, a Coordinator from the teaching staff and members from both teaching and non-teaching staff. In all such matters approval of Governing Body is mandatory. The Purchasing Committee looks after the procurement, maintenance and utilization

of physical facilities following the Manual of Government of India on matters relating to purchase of goods and the process of tendering related to such purchase. All academic matters are supervised by the Academic Council constituted by the principal and headed by a senior teacher as Coordinator.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://pgmdharapur.ac.in/PDFs/AQAR/2022-23/4.4.2%20Additional%20Information.pdf

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

1494

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

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

201

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

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

A. All of the above

File Description	Documents
Link to institutional website	https://pgmdharapur.ac.in/video/pgm-2.mp4
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

310

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

310

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

B. Any 3 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	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

28

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

33

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

13

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

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

5

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

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

Students participate in various competitions in sports, music, debating, speech etc. organized in the college and also in inter-college competitions organized by other institutions. Students also take part in events organized by other institutions like "Centre for cultural Resources and Training under Govt. of India and awarded various certificates and get a chance to visit places and see talents outside their own institutions. Students have been taking part in the Youth Festivals organized by Gauhati University. Students participate actively in organizing events like the Foundation Day, World Environment Day, International Women's Day, NSS activities, tree plantation to mark various occasions in the college and thereby develop the practical experience of organizing events as per requirements. NCC Cadets help in local Durga Puja etc. for maintaining order and discipline in large gathering. Students take active role in bringing out the annual college magazine 'Nibedan' under the guidance of the Teacher-in-Charge. Students contribute write ups for the annual departmental publications such as 'Venture-the Little Magazine' from Dept. of English, 'PGM Economic Review' from the Dept. of Economics, 'Arunodai' from Dept. of Assamese and also take active role as members of the Editorial Board.

File Description	Documents
Paste link for additional information	https://pgmdharapur.ac.in/PDFs/AQAR/2022-23/5.3.2%20additional.pdf
Upload any additional information	View File

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

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

23

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

Paschim Guwahati Mahavidyalaya Alumni Association was formed in the year 2003 and registered with the Registration No. KAM(M)/263/L/344 of 2015-16. All pass out students contribute Rs.100/- each to the Alumni Association (since 2015-16)

Most of the students in the college have been from the nearby villages and rural hinterland and quite a number of the alumni are now guardians of present-day students in the college. As such, members of the Alumni Association are very much attached with the college and maintain belongingness for the institution protecting jealously the overall prestige of the institution.

On the Annual Alumni Day Celebration on 31st May every year, the best academic performers of the college in the last completed session from both the streams are felicitated with the "Alumni Award" by the Alumni Association. There are traditional rituals of 'SwahidTarpan' and tree plantation in and around the campus to set examples for the younger students.

The Alumni Association also organises Awareness Programmes on issues like Anti- Drugs Awareness programme, Blood donation etc. with resourceful professionals to talk on the topics.

File Description	Documents
Paste link for additional information	https://pgmdharapur.ac.in/PDFs/AOAR/2022-23/5.4.1%20Additional%20Data%20Alumni.pdf
Upload any additional information	View File

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

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The vision and mission statement of the college gets ample reflection in the functioning of the college in all matters related to its overall upliftment. One of the primary mission is related to preparing equipping and enlightening our students to meet the demands of the present day times. This has been constantly strived for in all the decisions taken by the G.B., the Principal, The Academic Council and all the other bodies of the college.

The governing body is the apex body which monitors matters relating to formulation of policies and all decision-making matters. The GB has got representatives from both the teaching and non-teaching staff.

The principal keeps in touch with the HODs of various departments, conveners and co coordinators of various cells and committees, the office staff to ensure smooth implementation of all the plans and policies related to the college. There are different cells and committees headed by senior teachers .

File Description	Documents
Paste link for additional information	https://pgmdharapur.ac.in/PDFs/AQAR/2022-23/6.1.1%20recent%202022-2023.pdf
Upload any additional information	View File

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

The Governing Body of the institution maintains the policy of decentralization by giving opportunities to participate by different stakeholders.

The Academic Council takes all decisions related to academic matters e.g., admission, routine and academic calendar. Decisions regarding policy matters are communicated to the faculty members through HODs by the authority. Participation of the students in the different decision-making matters is ensured through the representation of the General Secretary and President of the students union. Practice of decentralization and participative management is also reflected in various committees i.e. Academic Council, IQAC, RUSA, Grievance Redressal and Anti Sexual Harassment Committee, Sports Board etc. In all these Committees representatives from students are included. On important Days, the Institution felicitates some senior well-wishers and associates of the college.

Moreover, the process of holding the sessional examination is another example of decentralization and participative management. The Vice Principal is given overall charge regarding examination matters. Apart from Academic Council & IQAC the college has 31 different committees, cells, councils to handle different issues effectively.

File Description	Documents
Paste link for additional information	https://pgmdharapur.ac.in/PDFs/AQAR/2022-23/6.1.2.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategy:

Digitalization has been initiated by the college authority with regard to all matters related to the various functions of the college. Digital classes has been made compulsory in the routine itself from the year 2021 -2022 onwards for all the departments.

Action:

The Academic Council has taken all steps for taking digital classes by the teachers by providing attendance registers to keep records of it and also centrally in the digital class room.

The institution has been implementing online processes of administration particularly admission, student's online attendance portal (e-attendance), leave management system etc. Implementation of PFMS (Public Fund Management System) pertaining to fund received from the UGC and RUSA, digital payment, mostly RTGS mode regarding remuneration of examinations and other bills are considered to be bold steps forward in institutional strategic and perspective plans.

Online admission has become fully operational in all programmes offered by the institution from the academic session 2019-20. Merit List of selected candidates is automatically generated and the same is uploaded in the website.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://pgmdharapur.ac.in/PDFs/AQAR/2022-23/6.2.1%20Up.pdf
Upload any additional information	View File

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

The apex decision making body is the Governing Body, which is at the top of the organizational structure of the college followed by the Principal who is the Secretary of the GB. The Principal co-ordinates the GB with other stakeholders. The GB is constituted with the President appointed by the State Government, two nominated members from affiliating University, two members from the teaching staff, one member from the non-teaching staff, three members from the

parents, one donor member, the Librarian and the Vice Principal as ex-officio members.

The service rules are governed as per Provincialisation of College Employees Act, 2005 and College Service Rule. New recruitments are made in a transparent manner by publishing advertisements in widely circulated daily newspaper of the state and displayed in the college website as per directives from the concern authorities.

Promotions accorded as per the rules and guidelines of the Govt. under Career Advancement Scheme and promotion to the non-teaching staff is implemented as per vacancy and seniority. The administrative setup and the committees are shown in the organogram.

File Description	Documents
Paste link for additional information	https://pgmdharapur.ac.in/PDFs/AQAR/2022-23/6.2.2%20G%20.pdf
Link to Organogram of the Institution webpage	https://pgmdharapur.ac.in/PDFs/6.2.3%20(Gene ral%20Organogram,%20Paschim%20Guwahati%20Mah avidyalaya).pdf
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The management of the institution always comes forward to meet up the needs of the employees (both teaching and non-teaching staff).

Incremental and other financial incentives:

Incremental financial incentives are given to the non-sanctioned fulltime teachers and contractual employees from time to time.

As per the Govt. rules all the permanent teachers and non teaching staff avail the facilities provided under different schemes. These include-

GSLI (GROUP SAVING LINKED INSURANCE) for employees, Gratuity, Maternity Leave, CCL, Special Leave, Academic Leave and Duty leave.

Waiving of Tuition Fees for wards of non-teaching staff:

The Tuition Fees of two wards of non-teaching staff have been waived as per the GB's Resolution dated 29/10/ 2019.

Free food and lodging:

The authority has been providing free food & lodging for hostel support staff since 2019.

Gym and sports facility:

Gym and sports facilities are available for all.

Library and Internet Facility:

Free Internet facility is available.

Others:

Each department has separate common rooms with attached toilet and kitchenette facilities.

File Description	Documents
Paste link for additional information	https://pgmdharapur.ac.in/PDFs/AOAR/2022-23/6.3.1.%20upld%20link.pdf
Upload any additional information	View File

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

0

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

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

1

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

12

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

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

There are lot of performance appraisal systems in the institution.

Best Department Award:

To acknowledge the commendable performance of the departments. The Best Department Award was initiated annually from the session 2018-19. A cash prize of Rs.10,000/- and a trophy is presented to the department. It is selected on the basis of certain administrative, academic, co-curricular and other relevant performances.

Student Feedback: The institution collects feedback from students on curriculum, teaching- learning, and performance of faculty members, infrastructure etc.

Teachers' Annual Performance for Career Advancement Scheme (CAS):

For the promotion of teachers through CAS, the Coordinator of the IQAC along with few members of IQAC assess and verify the various criteria regarding API of the teacher concerned. After thorough assessment, the committee forwards with recommendations to the Head of the institution for further processing. After due approval from the GB, the teachers can apply for their respective promotion to the State Govt.

Annual Confidential Report:

The authority of the institution always maintains Annual

Confidential Report of each & every teaching and non-teaching staff of the college.

File Description	Documents
Paste link for additional information	https://pgmdharapur.ac.in/PDFs/AOAR/2022-23/6.3.5%20recent.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The institution has a well-established mechanism for both internal and external audit of all financial activities. The college authority has regularly conducted internal audit by chartered accountant appointed by the college administration. The report of the internal audit is placed before the GB for discussion and approval. Again, external audit is done by the Auditor General of Assam through the Office of the Director of Higher Education Assam, under the initiative of the Govt. of Assam. The College Authority has completed internal audit up to 01-04-2022 to 31-03-2023 and external audit (Govt. Audit) up to 2021-22. Objections raised during audit are meted out satisfactorily.

File Description	Documents
Paste link for additional information	https://pgmdharapur.ac.in/PDFs/AQAR/2022-23/6.4.1%20Audit%20Report%202022-23_compressed%20-%20Copy.pdf
Upload any additional information	View File

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

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

17500

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

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

The college authority submits various proposals to meet the requirements of funds to the Government through UGC and RUSA. The financial grants received by the institutions are utilized according to the proposal and instruction of the funding agency and utilization reports are submitted by the institution within the stipulated time to the respective agencies. The major source of internal resource mobilization of the college is the fee received from the students in the form of admission fee, examination fee etc. However, the state government announced free admission for students under BPL Category since 2018. And this has created a lot of problem regarding funds to run the institutions smoothly.

Besides, the college also earns some resources as rent by allowing its infrastructure to be used by Govt. & non-Govt. organizations. It was decided that a fixed 10% amount out of the total expenditure is to be earned as rent for allowing the use of college infrastructure since 2019. Again, the college centers of the KKHSOU and NIOS pay annual fee for using college infrastructure.

The concerned government departments for conducting various exams in the College campus on Sundays. The amount reflected here is the amount after 10% deduction by the College authority. The documents attached.

File Description	Documents
Paste link for additional information	https://pgmdharapur.ac.in/PDFs/AQAR/2022-23/6.4.3.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

The IQAC of the college has been putting in efforts for continuous quality enhancement through various practices and initiatives. As a result, some quality practices have become institutionalized.

Continuation of Best Department Award:

IQAC of the college has initiated, starting from the Session 2018-19, an annual award for the Best Department on the basis of academic as well as co-curricular activities to enhance the work culture and to encourage and inspire the student & faculty members of each department. . The Best Department Award consists of a cash prize of Rs. 10,000/- and a trophy.

Commemorating Various Special Days:

To imbibe nationalistic feeling and develop awareness and respect towards local and national culture among the students, IQAC of the institution has initiated observation of various important days related to important personalities and of national significance .

the academic council has prepared the academic calendar for the year 2022-2023 where each and every department of the college including examination schedule , commemoration and celebration of days and events of national and International importance have been assigned date wise as well as department wise for each smooth conduction.

File Description	Documents
Paste link for additional information	https://pgmdharapur.ac.in/gallery
Upload any additional information	View File

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

The institution continuously reviews the teaching learning process, structure and methodology of operation and learning outcomes of regular intervals through the IQAC.

Two examples of institutional reforms facilitated by the IQAC are:

1. Continuation of the system of taking feedback from students, teachers, alumni and employee is a quality initiatives undertaken by the college. The data is collected, analyzed and action taken on the reports.
2. Continuation of the mentoring classes for structures of B.A/B.COM 1ST semester and .B.A/B.COM 3RD semester. The mentoring classes for the year 2022-2023 was held on. Action has been taken on the reports submitted by teachers by the authority.
3. IQAC of the college keeps track of the quality enhancement of the teachers of the college Ph.D. had been awarded to Jayanta Prasad Kumar of the Commerce Department on 13/06/23. The total number of Ph.D. awarded to full time teachers has risen to 16 at present.
4. Different activities of the college which are stated in the Academic Calendar are regularly undertaken by different Departments, Cells, Bodied, etc. and monitored by the IQAC.

File Description	Documents
Paste link for additional information	https://pgmdharapur.ac.in/PDFs/AQAR/2022-23/6.5.2_compressed.pdf
Upload any additional information	View File

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://pgmdharapur.ac.in/PDFs/AQAR/2022-23/GU%20Annual%20Report%20%202022-2023.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The college is committed to creating and maintaining a community in which students, teachers and non-teaching staff can work together in an environment free from all forms of gender violence, harassment, exploitation and discrimination. College is committed to the right to freedom of expression and association. College firmly supports gender equality.

It may be mention that papers containing units on gender issues such as womens' writing women and politics, feminism etc are also included in the curriculum of UG courses under CBCS system.

The College has many committees such as women cell, extension education cell, student discipline and mentoring committee, sexual harassment and internal complaint committee etc to organize and conduct programs on gender issues. These committees keep close eyes on gender equity and sensibility , women empowerment, safety and security of the students, specially for the girls students and women employees.

Self defense training programs have been conducted by the institutions for the benefit of the students. The college has separate common rooms, toilets for both boys and girls. Incinerators and napkin vending machines are installed in different places of the college. A girls hostel having proper safety and security (24x7 CCTV surveillance, boundary wall, warden, security person etc).

File Description	Documents
Annual gender sensitization action plan	https://pgmdharapur.ac.in/PDFs/AQAR/2022-23/7.1.1%20Specif.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://pgmdharapur.ac.in/PDFs/AQAR/2022-23/7.1.1%20Specif.pdf

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

B. Any 3 of the above

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

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

Solid waste Management:

Ample garbage cans are placed at various places in the campus to keep the surrounding clean. A staff of cleaners and sweepers are engaged for this purpose. Incinerators are provided in the different places such as girls hostels, library complex etc of the institutions for hygienic and scientific disposal of used sanitary napkins.

Liquid waste Management:

The college has proper drainage management system to the surrounding low land area and to the nearby paddy fields. All the toilets of the college are connected to safety tanks. College closely monitors the leakage of taps and repairs or replaces it as found necessary.

E-waste management:

Electronic garbage has been periodically disposed of through auction. Outdated models are replaced and the old models are sold off to college staff against a nominal price.

Waste recycling system

The college is aiming for a complete paperless office by applying online modes in regards to admission, e-communication, salary paid through NEFT. The institution has been circulated various notifications, orders etc through whatsapp, email, college website within the institution. Recycle materials like cardboards, non-repairable furniture, broken pieces of metal etc are given to the vendors as scrap.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://pgmdharapur.ac.in/PDFs/AQAR/2022-23/7.1.3%20upload.pdf
Any other relevant information	View File

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

B. Any 3 of the above

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

7.1.5 - Green campus initiatives include

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

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles

A. Any 4 or All of the above

- 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	View File
Any other relevant documents	View File

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the 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	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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

The college is committed to provide an inclusive environment with tolerance, harmony towards cultural, regional, linguistic, communal, socioeconomic and other diversities. In order to maintain an inclusive environment, the college organizes different programs related to cultural, regional, linguistic and communal diversities. Every year the student union observes a one week long college week programs where several sports and cultural programs are being held in order to develop the potentials of the students in different fields. Many commemorative days like International Women's day, Yoga day, World AIDS day, World Environment day, Teachers Day etc are celebrated in the college in order to revamp the positive relationship among people belonging to different races and cultural background. Moreover, a good number of students participate in the youth festival organized by Gauhati University. The college has a Alumni Association which organizes and participates in various activities of the college. Alumni members take part and help in most of the important college activities organized under various sales of the college.

Girls students from far off an interior places with uneven social background belonging to different race, creed, religion and practice, stay in the hostel with friendship harmony.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

The College is committed to sensitize the students and employees regarding the constitutional obligations such as values, rights, duties and responsibilities as citizens. The primary duty of the institution is to impart value education to the students for being responsible citizens. National festivals like Republic Day, Independence Day, Rastriya Ekta Divas, Gandhi Jayanti, College Foundation Day etc are celebrated in the college every year with great enthusiasm. The college undertakes various activities from time to time to spread awareness about HIV/AIDS, tree plantation inside and outside of the Campus, Green awareness program, etc. The college also undertakes programs such as Vigilance Awareness Week, Cyber Crime and its effects, Road safety, Skill Awareness Rally etc in order to inculcate values to the students for being responsible citizen of India. The college also celebrates Rongali Bihu, a tradition of Assam, Holi, Saraswati Puja, Birth and Death anniversaries of Dr Bhupen Hazarika, a musical legend of india, to inculcate the cultural values in the young minds of the students. A code of conduct handbook for all the stake holders is prepared by the institution so that the students and employees can have the guidelines on values, responsibilities, discipline of the institution.

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

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

B. Any 3 of the above

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

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

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

College organizes the following national and international commemorative days, events and festivals with great enthusiasm.

1. Republic Day (26th January) and Independence Day (15th August) have been celebrated to imbibe a sense of pride, integrity and responsibility in the young students.

2. Teacher's Day and Foundation Day of the College (5th September): Teachers' Day, being the Foundation Day of the college, has also been celebrated with great enthusiasm.

4. Gandhi Jayanti (2nd October) was celebrated on 2nd October in every year .

5. International Women's Day (8th March) has been celebrated by organizing awareness programs on women.

6. World Environment Day (5th June) is celebrated with awareness relating to various environmental issues.

7. International Yoga day (21st June) has been celebrated by the institution in order to educate the students and other stakeholders on the benefits of physical and mental health.

8 Vigilance Awareness Week, Saraswati Puja , National Youth Day, Children Day , World AIDS Day, National Education Day (11 Nov), World Philosophy Day, Hindi Divas etc have been observed to create awareness among the Students and Local People.

9 Khadi Divas (30thSeptember) and World Sanitation Day(19th November) have been observed to create awareness on the products of khadi.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

BEST PRACTICE-1

1. Title: Bipin Chandra Barua Library: A Window for Knowledge and Information to All
2. Objectives: To open up knowledge and information sources for all
3. Context: Student and other readers can be benefitted by the resources available in the library.
4. Practice: Students from Dharapur HS School can use college library according to MoU signed with them. The library has provided Book Bank Facility to poor students.
5. Evidence of Success: The poor and meritorious students are benefitted by Book Bank facility and other resources available in the library.
6. Problems and Resources Required: Lack of funds from competent authority and lack of well equipped reading room.

BEST PRACTICE-2

1. Title: Gender Equity: A step Towards an Inclusive and Harmonious Society
2. Objectives: To create Society having rights and opportunities for all genders.

3. Context: In the context of prevailing gender insecurity and discrimination, college sets examples by positive action.
4. Practice: The college offers options to all genders in the admission form. The college has a Gender Sensitization Action plan to practice gender equity.
5. Evidence of Success: To expand gender equity initiative by self-defense program, student safety survey. Enrollment of female student and staff have increased.
6. Problems and Resources Required: Shortage of resources in women hostel. No female reservation criteria in admission process.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

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

The college has committed to create green awareness among the students and common people of the locality. To make students aware about the increasing threat of global warming and to inculcate in them the practice of tree plantation, the college has conducted various awareness programs. Every year college celebrates World Environment Day by organizing lecture series by inviting prominent personalities to talk on environment related issues. Tree plantation programs are being held within and beyond the campus. Students, alumni, NCC cadets, members of NSS, faculty members, staff, boarders of girls hostel all actively take part in tree plantation drive to make the campus green and eco friendly.

All trees of the campus are identified and scientific names are also attached. Solar lights are installed in the campus. To keep the surrounding clean, ample garbage cans are placed. Ponds of the college are well maintained. Fruit and medicinal plants are also available. It is worth mentioning that the Peer Team members of second cycle NAAC assessment comment in their report that the college has "nicely maintained green and eco friendly campus". Moreover visitors who came to the college are very impressed with the green and clean environment of the college.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1. To conduct one day guest lecture program on the eve of International Women Day, keeping in view the visibility of women in various fields such as gender equity, women empowerment etc.
2. To make provision for children care centre. Monitor children care provision, in terms of access, priority, provision and capacity in order to access to excellent child care for staff.
3. To conduct gender audit to ensure gender balance by following mentioned parameters:
 - Percentage (%) of girls and boys
 - Total capacity of hostel facility
 - Percentage (%) of Scholarships and awards.
 - Number of complaints received to internal complaint committee.
 - Number of women taking benefit of they care facility.
1. To organize professional ethics programs for students, teachers, administrators and other staff.
2. To conduct workshops, training program, guest lecture etc to address diversity and gender sensitization for students, teachers and non-teaching staff.
3. To organize self-defense program for girls students for safety and security.