



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution		DARRANG COLLEGE
• Name of the Head of the institution	DR JOYSANKAR HAZARIKA	
• Designation	PRINCIPAL	
• Does the institution function from its own campus?	Yes	
• Phone no./Alternate phone no.	03712220014	
• Mobile no	9435183772	
• Registered e-mail	iqacdc@gmail.com	
• Alternate e-mail	darrangcollege@gmail.com	
• Address	COLLEGE ROAD	
• City/Town	TEZPUR	
• State/UT	ASSAM	
• Pin Code	784001	
2.Institutional status		
• Affiliated /Constituent	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 PHATIK TAMULI				
• Phone No.	7578841905				
• Alternate phone No.					
• Mobile	8812841012				
• IQAC e-mail address	IQACDC@GMAIL.COM				
• Alternate Email address	tamuliphatik@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	http://darrangcollege.in/uploadfiles/file/aqar_report-19-20.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.darrangcollege.in/pdf/academic_calendar_2020-21.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	B+	2.68	2019	28/03/2019	28/03/2024
6.Date of Establishment of IQAC			15/06/2004		
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	
DR PHATIK TAMULI	DBT	DBT	2020 / 3	17.38	
MEENAKSHI SHARMA	DST	DST	2020 / 3	10.88	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	7	
<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? 	Nil	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
1. INITIATION OF BEST TEACHER AWARD 2. CHIT FUND FOR RESEARCH BY FACULTY MEMBERS 3. STUDENT AWARD		
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	
Nil	Nil	
13.Whether the AQAR was placed before statutory body?	Yes	
<ul style="list-style-type: none"> Name of the statutory body 		
Name	Date of meeting(s)	
ACADEMIC COUNCIL	31/01/2022	
14.Whether institutional data submitted to AISHE		
Year	Date of Submission	
Nil	Nil	
Extended Profile		

1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	28
File Description	Documents
Data Template	No File Uploaded
2.Student	
2.1 Number of students during the year	4495
File Description	Documents
Institutional Data in Prescribed Format	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	916
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	1076
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	89
File Description	Documents
Data Template	View File
3.2	89

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	92
4.2 Total expenditure excluding salary during the year (INR in lakhs)	110
4.3 Total number of computers on campus for academic purposes	105

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The College has a systematized mechanism for analyzing and ensuring the objectives of the curriculum both in letter and spirit are being adequately and consistently met. The College publishes a detailed prospectus that provides all necessary information about the College, its courses on offer, the fee structure, faculty, etc. so that students are empowered to make informed choices. Each academic session starts with students counselling programmes to welcome the new students and to acquaint them the academic course and college activities, College rules are also briefed on the day. Syllabus distribution among the faculty members of the departments are done in advance before the start of the semester classes, vis- a- vis the specialization and area of interest of the teachers. Each teacher designs a lesson plan on his / her own for the units which is time bound and systematic. Conventional mode of lecture using chalk, blackboard, green board, maps, diagrams, charts and demonstrations are used for classroom teaching besides adherence to electronic gadgets to simplify explanations through audio-visual aids i.e., video conferencing facilities, ICT enabled lectures are ensured The process is supported by devices like- overhead projector, digital projector, internet and e- library facility etc. Invited talks on

current topics are encouraged. Various ICT courses like Certificate course in Computer Application, B.Sc. Course in Computer Science as a core subject are effectively introduced by the institution which ensures effective curriculum delivery. For making teaching learning process more effective, group discussions on topics relevant to the curriculum, students' seminars and activities like quizzing are conducted. Regular evaluation test is conducted to identify the weak areas of the students besides the regular evaluation process prescribed by the university like Periodic tests and Sessional examinations. Remedial classes are held for slow learners. Faculty members discuss on curriculum planning, improvements and implementation to ensure its effective delivery amongst the students. Class presentation sessions are conducted at a regular basis

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

The institution conducts regular internal evaluation for the students to understand their learning levels and progress. Besides departmental tests conducted by the various departments, the institution conducts Periodic Major Tests for the students undertaking major subjects. The institutions also organizes internal assessments for the students having both major and pass courses in the Undergraduate level in tune with the programmes defined by the Gauhati University. The institution has a reputation of conducting fair examinations, providing strict vigilance and having a transparent system of marking. The students are made aware of their progress through their marks displayed in the respective notice boards of the departments. The students are also given the assessed answer scripts to understand their loopholes and for any clarification needed for the purpose. Any omission of marks or wrong calculation on the part of the examiner is also looked into and necessary ramifications are made then and there. Academic calendar is published well in advance of the new session to prepare an academic calendar that takes into account the preparation of the students for their final examinations by utilizing the syllabi in such a way the courses are covered in a planned way and the students are tested consistently throughout the session. holding of periodic major test

and internal assessments Absentees are given the opportunity to appear in the internal examinations always Pre-examination practical examinations are conducted for assessing the students in their hands on the experiments scheduled for the examinations The system of internal assessment in the form of Periodic Major Test and Sessional examinations is also one initiative in this direction of reforms. The attendance of the students is taken into account at the end of each semester in connection with their subsequent appearing in the examination Students are evaluated overall on the basis of internal assessment and performance in the final examination. However, by taking cognizance of students 'participation in various cocurricular and community service, they are made to appreciate that success in rote learning is not the only measure of achievement. Emphasis is placed on the all-round development of the student's personality through active engagement in classroom discussion and extracurricular activities.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.

Academic council/BoS of Affiliating University

Setting of question papers for UG/PG programs

Design and Development of Curriculum for Add on/ certificate/ Diploma Courses

Assessment /evaluation process of the affiliating University

A. All of the above

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

1.2 - Academic Flexibility

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

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

32

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

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)

00

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

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

00

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

1.3 - Curriculum Enrichment

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

Being a coeducation Institution various courses are part of the syllabus which addresses issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics. The institution also makes it a point to cultivate awareness and sensitize the students to these issues through various forums. Environmental education is a mandatory course for the undergraduate students in order to introduce and aware those to crucial environmental concerns. The Departments of the college also makes it a point to cultivate gender equality among students through their speeches and actions. Group discussions, talks on issues of gender, human values relevant to the syllabus are also carried out by the students of the Departments. The institution also organizes guest lectures and talks inviting speakers to deliver relevant information to students on such topics. The students also participate in various activities organized by the institution like literary, art and craft, sports and cultural activities etc. which helps them to have a gender neutral perspective, besides becoming aware of the environmental issues around them. It also fosters human values in them, helping them in the process of becoming good citizens of the country. The boys and girls wing of NCC as well as NSS unit of the College has taken up issues pertaining to gender, health and human rights. The Women's Forum of Darrang College is committed to nurture the strength of female students as well as to create a sensitized environment leading to gender equality. Every year on the occasion of International Women's Day, awareness programmes, student plays and eminent scholars are invited to deliver talks on issues relating to gender discrimination, women's right and empowerment. It aims to involve both male and female students in its information dissemination and sensitization activities, so as to foster a healthy man-woman relationship based on mutual trust, respect and co-operation. For dealing with Professional Ethics, each department through their interaction with the students in the classroom gives them such basic ideas on professional ethics. There are also talks held on Plagiarism, Copy right Act etc. which enables students to understand the ethics of research and scientific writings the do's and don'ts and its implications and thereby help them in orienting their innovative thoughts and ideas into future fruitful realities. Teacher in charges of various sections of students union body play the role of mentors in guiding the students in different co-curricular fields towards making them responsible citizens.

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

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

12

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	No File Uploaded

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

275

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	No File Uploaded

1.4 - Feedback System

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

C. Any 2 of the above

Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

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

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

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	http://darrangcollege.in/feedback/

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 students admitted during the year**

1076

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

956

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

Before the commencements of the programs the aspiring students are offered counseling by teachers of various departments to help them in choosing the right subject and thus giving them an insight into the subject matter, its prospects and relevance to help them in making decisions regarding the choice of subjects. Class test in the form of Periodic Major Test and Sessional as well as seminars and group discussions are conducted to gauge the learning levels of the learners and are so distributed in the academic calendar that slow and advanced learners can be detected quite early in the session and can be provided with proper mentoring. Remedial measures including tutorial classes are accordingly taken by the departments to bridge the gap between slow and advanced learners and they are encouraged to facilitate the freedom to freely discuss their problems with their teachers and other faculties of the department as and when the need arise. Each department forms tutorial groups for individual teachers to aid the students in the learning process (IQAC HAS INITIATED THE MENTOR :MENTEE SYSTEM) Mentoring of students is done at various labels, teacher of the department play the role of mentoring the students playing a supervisory role to foster the mentees academics and personal development. This has been done in both formal and informal ways. Individual teachers are also assigned the task of mentoring students by guiding them not only in their studies but also for like assignments, projects, excursions, various competitions. This develops a cordial relationship between the mentors (teachers) and mentees (students) Student counselling cell and the women study cell play crucial roles in mentoring students for career advancement and mental / personality development irrespectively. Necessary support and encouragement is also extended to the students participating in various competitions organized by the institution and students are encouraged to participate in compititios held in the inter college / interuniversity levels in various parts of the state and the country.

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

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

Number of Students	Number of Teachers
4495	89

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

Experimental learning is made effective in four stages by applying the mode of sensing, watching (observation), thinking and doing (practical laboratory works supporting each theoretical learning and the field study mode). Teachers usually have brain storming sessions with the students in the classroom when any new topic is introduced. This helps the student to engage in participative learning and getting a picture of the subject concerned. Students are given assignments to develop their problem solving skills. Projects as part of the syllabus are given to students in most of the departments to develop their mental and participative skills besides preparing them for further research purposes. Excursions of students according to the requirements of the students of each department are carried out to enhance the experimental, participative and life skills of the students, besides updating the knowledge base of the students. Group discussions among students are conducted by different department of the institution as a part of participative learning, practised as and when found required. Participative learning, problem solving strategies and learning experiences of the students are also developed through their active participation in extra-curricular activities conducted by the college. As a part of student centric methods for enhancing the learning experiences of the students, lecture and interactive methods are well supplemented by seminars and workshops. The various departments hold seminars on a regular basis every session where resource persons of repute are invited. Students are also made to present papers related to their

course, depending on the course, projects and computer applications are very much part of the curriculum. Use of technological tools is also encouraged, Field works in subjects like environmental studies, geography, botany, zoology, biotechnology, Assamese, psychology, Home science, Statistics and others also facilitates the teaching learning process. Besides catering to the university syllabus, the College has been offering to its students the opportunity for picking up life skills through different co-curricular activities and awarding the best performers. Computer Centre caters to large no of students. Further communication skills of the students are also honed by vocational courses like communicative English. Other skills also come within the campus of the Darrang College Vocational Centre which is a College initiative. it includes such course as Computer hardware, paramedical, mobile repairing, electronic goods maintenance etc. In this way the students get an opportunity on campus to pick up skills beyond the degree syllabus. Such vocational courses are allowed to other students outside the usual enrollment of the college. Basically the target group is mostly for rural students. The College acts as a facilitator for students who can't pursue regular courses due to economic or other burdens are encouraged to enroll in the distance mode of learning in IGNOU study Centre and IDOL, Gauhati University.

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

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

Participation of the students in the classroom is a must for better understanding of the concepts for which ICT tools are used. Holding of periodic Major test and Internal Assessments also helps in the performance of the students. More increased use of ICT tools and project based assignments especially in areas like environmental studies, psychology has given a new fillip in the College curriculum.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

89

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

89

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

54

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

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

2.5 - Evaluation Process and Reforms

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

The institution conducts regular internal evaluation for the students to understand their learning levels and progress. Besides departmental tests conducted by the various departments, the institution conducts Periodic Major Tests for the students undertaking major subjects. The institutions also organizes internal assessments for the students having both major and pass courses in the Undergraduate level in tune with the programmes defined by the Gauhati University. The institution has a reputation of conducting fair examinations, providing strict vigilance and having a transparent system of marking. The students are made aware of their progress through their marks displayed in the respective notice boards of the departments. The students are also given the assessed answer scripts to understand their loopholes and for any clarification needed for the purpose. Any omission of marks or wrong calculation on the part of the examiner is also looked into and necessary ramifications are made then and there. Academic calendar is published well in advance of the new session to prepare an academic calendar that takes into account the preparation of the students for

their final examinations by utilizing the syllabi in such a way the courses are covered in a planned way and the students are tested consistently throughout the session. * holding of periodic major test and internal assessments Absentees are given the opportunity to appear in the internal examinations always Pre-examination practical examinations are conducted for assessing the students in their hands on the experiments scheduled for the examinations The system of internal assessment in the form of Periodic Major Test and Sessional examinations is also one initiative in this direction of reforms. The attendance of the students is taken into account at the end of each semester in connection with their subsequent appearing in the examination Students are evaluated overall on the basis of internal assessment and performance in the final examination. However, by taking cognizance of students 'participation in various co-curricular and community service, they are made to appreciate that success in rote learning is not the only measure of achievement. Emphasis is placed on the all-round development of the student's personality through active engagement in classroom discussion and extracurricular activities.

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

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

Internal Assessment is conducted by each department at both UG level and PG level of the institution as part of the rules set by the Gauhati University. Students' progress and performance evaluation is done by teachers frequently in the respective departments. Internal assessment marks of students are recorded on the basis of their performance in sessional examinations. The results of the sessional exams are displayed in the departmental notice boards for the students. Moreover, the checked examination scripts are distributed among the students in their respective classes. This is done to make the students aware of their mistakes and to highlight the areas where scope lies to score better marks. The teacher also appreciates top best performances of students for boosting their morale. Sessional exams are conducted after conducting periodic major tests for the major students. Thus this evaluation process makes the students more polished and confident for the university final examinations.

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

As an affiliated college under Gauhati University, Darrang College follows the broad framework of the curriculum of three years undergraduate major and general course in all the three streams which is framed by the university. Every department has respective routine activities for delivery and implementation of the curriculum as designed by the parent university. The results are systematically and timely displayed in the college website while the final year results are always displayed in the affiliating university website. Staff council meetings are regularly held at the beginning of each academic session and also in the mid of the session. These meetings are organised by the Office of the Principal, Darrang College to discuss the academic and academic related matters where specifically the results pertaining to each course outcome is analyzed and conveyed to each concerned department and the weaknesses if observed are discussed to meet up the raised issues.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

As an affiliated college under Gauhati University, Darrang College follows the broad framework of the curriculum of three years undergraduate major and general course in all the three streams which is framed by the university. Every department has respective routine activities for delivery and implementation of the curriculum as designed by the parent university. For every semester of undergraduate courses, the departments have been uniformly following in total all the guidelines of the university for the purpose of

getting the students acquainted with course contents of each subjects spreading over all the semesters. The classes are taken through lectures, discussions, examinations and evaluation process. The institution fixes the date of exams for internal evaluation in the academic calendar on prior basis. Every department conducts its classes and distributes the syllabus among the teachers in a way that it is finished before the internal examinations and before the final university examinations of the undergraduate students. The projects for the sixth semester are completed along with the viva-voce by the experts within the time prescribed by the university. For science stream, required number of laboratory classes is conducted for students for practical exposure. Moreover, academic and subject oriented grooming for the students are conducted by the teachers in the respective departments this is further aided by the Student Counseling and Placement Cell which conducts campus recruitments for the outgoing 6th semester students. This offers wide scope for the students to get the necessary exposure and many get absorbed in the companies / organizations.

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

2.6.3 - Pass percentage of Students during the year

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

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	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may

design its own questionnaire) (results and details need to be provided as a weblink)

<http://darrangcollege.in/feedback/>

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)

28.26

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

2

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	No File Uploaded

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

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

2

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

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The institution encourages and develops clarity on concepts like critical and free thinking, creativity and scientific temper. College always has a quest for constant innovation: ecological and historical conservation, participation, empowering students and teachers to attain excellence. All these vitally connect the College with the community, the nation and the world, through multiple linkages in the form of small activities by student fraternity. Such programmes are conducted to induce practical knowledge among students and making them market oriented. Faculty members serve as catalysts in the process of enabling them to grow in this important respect. Most importantly, students are encouraged to stay focused on growing through learning. A Hands-on Workshop on Basic Electrical Wiring & Electronics was organized by Department of Physics for one week that focused on multiple aspects encompassing fan and motor capacitor connections, electronic welding, power supply making, rechargeable light making, solar panel installation, solar light connection, simple home wiring and safety measures and components such as main circuit breaker and isolator insertion. Industrial visits are conducted by Department of Commerce for the 6th semester students. An entrepreneurial development session was organized by the Department of Commerce in 2017 to enlighten the students on various facets of entrepreneurship and its prospects in the north-east region. The session was delivered by Puberun Sarmah, one of the renowned entrepreneurs of Tezpur region. He showcased various ways and methods of textile dyeing, pot making, candle making etc. through audio-visual aids.

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

06

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

04

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

37

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

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

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

19

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

3.4 - Extension Activities

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

Darrang College organizes different extension activities to involve the students in different community oriented activities so as to imbibe a sense of responsibility/service orientation/holistic development of the students. Most of the departments adhering to science stream organize community awareness programmes on Bio-diversity and wild life conservation in the neighbourhood schools thereby involving and sensitizing the students and creating maximum awareness. The faculties of the department of Zoology were involved in anti-superstition campaign in various remote villages around Tezpur to create mass public awareness against witch-hunting, healthrelated superstition, snake bite related superstition and agriculture related superstition. Department of Biotechnology with Naryankati H S School - in Biotech Program The department of Zoology has also made open its Zoological museum (having one of the largest specimen collections in North-East India) to school and College students in and around Tezpur to make them interested in zoological sciences and creating awareness on indigenous wildlife diversity. The department of Commerce under the aegis of Darrang College Commerce Society (DCCS) organizes different extension activities

like flood relief programme, visits and donations to orphanage homes, relief to fire victims in Jahajghat etc. in and outside the campus to involve the students in different community oriented activities so as to imbibe a sense of social responsibility/social orientation/holistic development of the students. The Philosophy department of the college is actively involved in sensitizing students of the neighbourhood school of Jamuguri Uchatar Madhyamik Vidhyalay on the importance of philosophy as a subject, its contribution to world development, the importance of philosophical and ethical values in day to day life and future prospects. Most of the departments also undertake field visits as part of their projects. Such field visits relating to various fields of study also make the neighbourhood community and the students undertaking such projects aware of their neighbourhood history, life and culture, its flora and fauna, its economic prospects and challenges etc. thereby making room for student- people interaction and involvement. The institution had also adopted a village called Harigaon, near the college where awareness programmes are held from time to time including active involvement of students in various social issues, skill development / Entrepreneurship training provided programs in association with IIE The institution also encourages students to participate in the Parliamentary Institutions to develop knowledge on the overall functioning of the political institutions. In 2018, students of our college visited the Assam Legislative Assembly to gain first hand knowledge on its functioning.

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

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

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

2

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.4.3 - 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

3.4.3.1 - 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

00

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 during the year (Data Template)	No File Uploaded

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

00

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)	No File Uploaded

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

00

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	No File Uploaded

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

02

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

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.

Teaching is an art hence it requires dynamism on the part of the teachers to make teaching interesting in order to sustain interest of the students. The same methods actuated in the teaching process years after years create monotony in teaching both for the teacher as well as the students. Hence to break the old rule of thumb, a revolutionary outlook is adopted in the teaching procedure. The

below mentioned points supports our constant endeavour towards a congenial and effective way to meet up the facilities required for teaching and learning. Separate classrooms are allotted for both undergraduate and post graduate classes. Separate laboratory arrangements are made for both UG and PG classes. The departments also have sufficient ICT facilities for making the teaching-learning process more effective. A tissue culture laboratory is there in the departments of Botany, Zoology and Biotechnology. Digital classroom facilities practices are also used in the departments to make the teaching-learning process more interesting. To cope with the changing mind-set of the students, department of commerce has implemented certain innovative techniques in delivering lectures and making students understand the topics vividly like case study method, role-playing method, ICT based classes etc. There are also departmental libraries in respective departments besides the central library of the college and the e-library. The department of botany has a spice museum established in 2007 and an orchid house established in 2012 by taking financial support from UGC-NERO as part of the course content. Computer Science department has two well-equipped computer laboratories with an access to internet connectivity through the LAN. The department of Zoology and Assamese has a zoological and cultural museum respectively for effective classroom teaching. Lectern Podium, Wi-fi, E-library, Projectors, Biotech Hub, Central Instrumentation Facility (Biotech Hub& Star College Scheme)

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

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

Apart from imparting academic and professional courses to the students, the institution encourages students to engage in sports and cultural activities which is very essential for all round development of human beings especially the students fraternity. The college has opened a Badminton Coaching Centre in the College Indoor Stadium where the students and teachers regularly come for practice in the morning and evening hours for 2 hours each and pay nominal fees. Conditioning programmes of Athletics are also conducted in morning and evening shifts. Along with, basketball and volleyball practice programmes are also going on in the college. There is

gymnasium to accommodate both the boys and girls of the college for maintaining their fitness. Recognizing the increased level of stress amongst the student fraternity and fitness related issues Yoga camps of one week duration for college students are also organized where yoga and meditation sessions are delivered by professional trainers working in colleges and schools. The institution organizes college week programmes annually where different competitions are held under sports and cultural section for encouraging and cultivating the habit of practicing co-curricular activities among the students. At the outset, a cultural rally is conducted where various departments of the college participate and showcase a particular culture, tradition or social approach. Under sports, competitions for both indoor games, athletics, swimming and cycling are conducted. Under cultural category, competitions for traditional and modern songs, dance, plays, cooking, paint art, collage etc. are covered. At the end of the competitions in the concluding day a cultural programmes is conducted where the students get a platform to showcase their diverse talents in singing and dancing. Many awards and trophies in inter college meet under indoor and outdoor games category are begged by the students. Students have also participated in state and national championships in various activities.

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

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

15

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

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)

107.34

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template	No File Uploaded

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

The Central Library is open access for students and staff. Three well furnished reading rooms are attached with book section of Arts, Science and Commerce. On the other hand one reading room is separate for teachers only. Reference section is available in the library. Attendance register is maintained for users. * New arrivals of books and journals are displayed systematically. * Security of resources is ensured through a system of checking at the exit point for all resources borrowed by the users. * C.C. T.V. cameras are installed in the library for strict surveillance. Web OPAC (Online Public Access Catalogue) facility is made available through Library Management Software to know the bibliographical details about the collection. Users of any location can search the library collections through Web OPAC. It can be search by giving Title, Author and domain can be carried out. Electronics Resource Management package for e-journals: A well equipped Digital Library having Internet connectivity is housed in the Central Library for access EResources. As the access facility to e- journals in multi user and I.P. address based. Users can access the EResources from anywhere in the campus. Library Automation: All the books collection is updated in the package. Library management software database and the Web OPAC is available for the users. The issue and return of books has been activated in the Library Management System. Facilities available: No. of Printers : 02 Bar Code Printers : 01 Bar Code Scanners : 04 Photocopy Machine : 01 Fax Machine : 01 Internet bandwidth : BSNL Broad Band multiuser connection

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources A. Any 4 or more of the above

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

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

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

7.80

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

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

475

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

4.3 - IT Infrastructure

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

The institute has a huge built up area of 38834.36 sq m which is basically divided into Main Building, Zoology Building, Sanskrit Block, New Arts Building, Chemistry Building, Commerce Block, Library and the Auditorium. All departments of the College have BSNL Broad band connection. The main building with the administrative block as an annexe has a wi-fi network with dynamic IP Address: 117.211.72.143. The computer centre has two Working labs which has a static IP Address: 59.90.154.116 with 2Mbps speed. The Three-floor library with its extensive collection of books on every subject is up to date with the most recent publications of magazines and journals. Library has its own dedicated server supported by Online Public Access Catalogue (OPAC) through the e-resource link: 117.223.107.15 and 192.168.1.100. The newly constructed block have centralised well-furnished classrooms with in-built projector and screen facilities in several class rooms department wise. Projector and digital podiums with interactive boards are present in the Botany, Zoology, Mathematics, Commerce, Physics, Chemistry and Geography Departments which are updated on demand basis for any trouble in the ICT facilities. The Geography Department has software for Geographic Information System (GIS 10.5.1 Advanced) with a dedicated laboratory. General class rooms used for general course classes have two galleries with projector and inbuilt audio system. The Administrative branch has dedicated server of IBM linked by local area network (LAN) with dedicated internet facility. The office is interlinked with every branch through siemens intercom facility. The entire campus remains under CCTV surveillance maintained by Gigatron

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

4.3.2 - Number of Computers

105

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

45.6

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	No File Uploaded

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 institution has an extensive campus accommodating adequate number of classrooms, galleries and laboratories and other infrastructural facilities for academic activities. There are 60 classrooms, 3 big galleries to accommodate students on large scale and a central library consisting of variety of books and 80,000+

journals. There are separate reading rooms floor wise classifying three different streams viz., science, arts and commerce. The library is under Management Information System (MIS). There is a boys' hostel accommodating 60 boys and a girl's hostel to accommodate 120 girls. Moreover, there are spacious common rooms for teachers. The growing number of enrolment in the college not only of the regular courses but also for the courses under IGNOU/IGNOU convergence, IDOL (GU), Vocational courses, and the regular holding of seminars and workshops see to it that the infrastructure is optimally utilized. The college is also proud to host three zones under GU. The routine committee ensures the optimum utilization of the classrooms, the IQAC sees to it that the co-curricular activities are properly planned so as to utilize the available resources. Besides, holding the engineering and medical tests and other competitive examinations also ensures the optimal use of the available infrastructure. The differently able students are also provided with all sort of support infrastructure. Sick room facility is also available for a sick student during examinations. An indoor stadium with modern infrastructure and internal set up has also been inaugurated recently as a student support facility. A sports officer has been simultaneously entrusted the duty of infusing sports enthusiasm amongst students and the outcome of the same is very fruitful.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

00

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

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

00

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

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

A. All of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded

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

00

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

00

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	No File Uploaded

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

5.2.2.1 - Number of outgoing student progression to higher education

112

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	No File Uploaded

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

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

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	No File Uploaded

5.3 - Student Participation and Activities

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

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

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

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

The Darrang College Students' Union or DCSU is Students' union under Office of the Principal, Darrang College. It is primarily responsible for building and preserving a healthy political culture and an atmosphere of open debates on the campus. Students are kept informed about the public meetings, discussions and other issues through pamphlets and notices. Public Action, an objective forum, invited a variety of journalists, politicians, and academics, to debate and discuss various topics. There is a long tradition in DCSU of holding serious meetings in the college to which the students often invite well-known public figures, writers and intellectuals. At the beginning of each academic year usually on the fourth week the election to the DCSU are held strictly adhering to the norms of Lyngdoh Commission.

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

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

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

00

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

5.4 - Alumni Engagement

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

The Darrang College Alumni Association was formed in the year 1995, since its inception the association has been engaged with the academic upliftment, intellectual and cultural enhancement of the college in broader prospective. The association provides economic support to the students of the college belonging to the poor section of the society. In all executive meetings of the association, various matters relating to development of youth mental health, regular yoga practices, coursing classes for various competitive examinations discuss by the experience and adept alumni of the college. The association also serves as a fruitful adviser towards the growth and development of the College by participating in various events of the college.

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

5.4.2 - Alumni contribution during the year

(INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT**6.1 - Institutional Vision and Leadership**

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

The vision and mission of the college is communicated to the students, teachers, staff and other stake holders through the college prospectus, website, academic calendar, newspaper, cable T.V and college magazine. The leader guides the institute to maintain a quality standard that helps in generating students well equipped with all communication and life skills. Regular meetings with the teachers by the Principal are conducted to review the teaching-learning process and other issues of the college. The teachers are also accommodated in various cells and bodies of the college to maintain a smooth academic atmosphere in the college. The students are also given awareness on the social and national issues through talks and seminars held by the college and also through awareness programmes held by the N.C.C and N.S.S unit of the college. The teachers are also fully involved in the student related activities, for instance in the College Week and other departmental activities. A spirit of co-operation and team spirit is infused amongst the students to make them socially responsible citizens in future. Their participation in the growth of the institute is also assured through the student union body of the college. The college construction committee monitors the infrastructural development of the college and estimates the fund allocation in different developmental schemes. The Principal as a Chairman of the committee supervises the reports of the construction committee and accordingly takes appropriate steps for the developmental activities with a neat and clean notice on the financial utilities.

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

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

participative management.

The institution values democratic ways of governance and tries to implement it wherever possible for proper decentralization and participation of all stakeholders. The college believes in the team spirit and as such strives towards active involvement of all for the smooth conduct of all activities. There are as many as ---- cells working under the guidance of the principal of the college and the IQAC which addresses the grievances of the students, works for the implementation of discipline in the college, looks after the smooth conduct of examinations, elections of the union body of the college to name a few. The IQAC of the college, works as a supervisor and guide besides assuring the maintenance of quality. Regular sittings are held with the teachers who form the main pillar of the institution to mitigate any problems arising on teaching - learning and evaluation. Their valuable suggestions for the betterment of the institution is also held in high esteem and carried out as far as possible. There are regular sittings with the non-teaching staff also and with the students (Union Body) by the Principal and the IQAC for the redressal of the grievances of the student community and for their support and contribution towards the overall development of the institution. It is through the participation and development of one and all that the institution wants to progress in the future. Arrangement for feedback system is institutionalised from students and other stakeholders on the institution and curriculum. This is done to identify and understand the response of the stakeholders on the college teaching-learning, administration, infrastructure and the like. Institutional Vision and Leadership The college has rules for students as well the employees, which sets out its mission, vision and policies. The Principal in consultation with the Governing Body the Supreme Council of the Institute designs and implements the policy and plans of the college from time to time. The faculty also gets represented in this process as there are two faculty members who are elected to the governing body for a period of one year. The day to day administration of the college is done by the Principal. Authority is delegated in a horizontal manner by the Principal to the Vice Principal and the three academic vice Principals, HODs and other representatives. All departments have relative autonomy in administering their academic activities in accordance with the University norms. The HODs report on the activities of their respective departments to the Principal on a regular basis. The principal convenes periodic meetings of the HODs to discuss quality related matters. It is also a tradition in the college that the Principal meets the members of each Department together at least twice a year (at least in the beginning of each semester).

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college has been well aware of its mission and vision and its social responsibility towards the community it serves. The college considering the changing role of higher education tries to introduce courses that can be beneficial for the students in the present day context. Keeping this in view College started some new courses / subjects in the UG and the PG level which were considered very much beneficial for the students- the subjects like Biotechnology, home Science, Sociology, Psychology, Computer Science, Travel and Tourism Management were introduced. In the coming years these courses will be upgraded towards opening Honours and Post Graduate Courses. In the same way the already opened PG Courses in the Subjects like Zoology, Botany and Geography will be more strengthened by introducing Ph. D programmes in the subjects. The College will also open PG programmes in many other subjects having potential in the areas of teaching faculties and infrastructural facilities. The subjects like Biotechnology, Physics, Mathematics, Statistics, Chemistry, Political Science, History and Education. Likewise the College will also strive towards marching with the challenges of Higher Education in the coming century. Therefore College will be opting for Autonomy in the Academic Administration which will give more flexibility in introducing courses at various levels. In this the Institution will plan for integrated courses in UG and PG level. Emphasis will be given in introducing subjects like Strategic Studies, North East Economy, Population and Migration & Gender Studies, GIS Courses, Anthropology and Geological Sciences. The already existing Vocational Education and Training courses will also be more strengthened and Industry Academia tie ups will be planned so that designing courses will be aimed at focussing on student placement. MoUs with Indian Institute of Entrepreneurship and other such enterprising bodies will be more encouraged. In the areas of sports and culture the present adhoc policies will be replaced by introducing courses which can be curriculum based and shall enrich students. Thus the courses like Film Studies & Photography, Visual & Performing Arts shall be introduced in the cultural areas. In the areas of sports introduction of Physical Education and Courses on

Yoga. In the areas of infrastructure development College play ground will be upgraded with synthetic track, training arena, Central Instrumentation Facility, more conference rooms, staff quaters, improvement of Womens' Hostel are being planned for implementation in the immediate days to come. Plans will be initiated for full Office Automation to move towards paperless office. In the sector of power, more solar / renewable source of energy will be deployed.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Organisational structure of the College is planned according to the guidelines of the Directorate of Higher Education, Govenrment of Assam. However for smooth fuctioning the College introduced it's own mecahnism of govenrance by inclusion of three Academic Vice Principals in the faculties of Science, Arts and Commerce which helps in planning of Academic activities like admission, examinations, results and facilitates the coordination between HoDs and the Office of the Principal. Academic planning for the college is mooted by the Principal, Vice Principal, Academic Vice Principals, IQAC and the HoDs of the different departments. Different academic plans are executed through the HoDs and office bearers in the departments. The College library has an independent functional head i.e., Librarian who is assisted by Assistant Librarian and the library assistants. Student progression, placement and employment informations are dessiminated through Career Councillor. For different sports and extracurricular activities Sports and Cultural Officers are engaged for planning and organising events and activities. College office is headed by Sectional Assistant (SA) who is assited by Office Assistants and Office Bearers. Different sections of the Office like Accounts, Scholarship, Examinations are headed by senior Office Assistants. For overlooking the security of the College campus Home Guards of Assam Police are deployed for vigilance of the Institution 24x7. The College Hostels are managed by Hostel Superintendents in association with hostel manuals. College cleaning, beutification and management services are maned by manuals and cleaners which are employed for

this purpose and supervised by designated persons.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

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

B. Any 3 of the above

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

6.3 - Faculty Empowerment Strategies

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

The institution offers various facilities for the welfare of the teaching as well as non-teaching staff. The institution has a vast common room for accommodating the teachers of the college where staff meetings are conducted. The teachers' common room offers facilities like drinking water, hygienic sanitary condition, regular newspapers, etc. Separate washrooms are also set up in different buildings and respective departments for convenience and comfort of the teachers and students. Daily tea and light snacks arrangements are also made in departments where refreshment fund is generated voluntarily by teachers. One bearer is also allotted for individual department to look after the works. A cooperative society was set up in 2014 for the welfare of the non-teaching staff. The College also has an active women forum which includes members of both teaching and non-teaching staff. The forum plays a participative role towards

empowerment and upliftment of woman of teaching, non-teaching category and female students of the College. Moreover, the college has the welfare measure under which the teaching staffs are granted duty leave to attend various national and international seminars and conferences.

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

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

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

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)	No File Uploaded

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

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

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

19

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

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

The Institution regularly promotes its teaching and non-teaching staff according to the time scale as per the guidelines of the Directorate of Higher Education, Government of Assam. Promotion of teaching staff strictly adheres to the norms laid down by UGC under the API scheme of promotion. The API score claim of individual incumbent teachers are verified and certified by the IQAC of the

institution. The main objective of involvement of IQAC is to promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices as the teaching staff and the non-teaching staff are the main pillars of the institution. Therefore, at the initiative of the IQAC feedback from students regarding teaching and learning, infrastructure and support system are taken and the resultant data is analysed and steps are taken to bridge the loopholes. The teaching staff of the institution also offer their suggestions through the online

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

6.4 - Financial Management and Resource Mobilization

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

Institution conducts internal and external financial audits regularly. Internal audit is being periodically done by the Chartered Accountant, Raj Kumar Nahata and Company, M.No. 097462; FRN: 325770E appointed by the College while the external audit is being annually done by the AUDIT Department of Government of Assam. An enumeration on the various internal and external financial audits carried out during last five years with the mechanism for settling audit objections is finely tuned up while the reports are uploaded herewith. The College maintain Cashbook, Ledger Books, Pasting files, utilization certificate wherever necessary, salary statement of staff, Record of deductions i.e. GPF, PF, Loans from various financial institutions.

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

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

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

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

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

Darrang College has well-strategised resource mobilisation policy in place. Resources are mobilised from the following sources: *

- Overhead charges from the research grants received from various government and non-government funding agencies
- Renting of Conference Centre, Auditorium Hall, College field and similar such facilities to the faculties, department and outside agencies for organising academic activities like examinations, conference, seminars, lectures, workshop and non academic activities as well.
- Corpus fund from various organisation or personal

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

6.5 - Internal Quality Assurance System

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

The IQAC of the college has always put in its effort for the maintenance of quality and institutionalizing it. Some examples of best practices initiated at the behest of the IQAC are given below: For assurance of quality in classroom teaching and helping out the slow learners and promoting the fast learners; the IQAC had initiated the mentor-mentee system in each department of the college as per the NAAC Guidelines. Regular registers of the students are maintained in each department under whose mentorship they are

availing guidance and necessary coaching to the students are given for the same. The mentors also assuage the students in any kind of stress or pressure undergone by the mentee in relation to academics, for instance exam related stress. At the behest of the IQAC, psychological counselling is also provided to the students who undergo stress, or other socio-psychological problems. There is a Counselling and Placement cell in the college who addresses the issues of the students. It tries to mitigate the worries and stress of the students by providing them with psychological counselling. Experienced counsellor (having psychology as their background) are chosen for the purpose. As a customary practice, IQAC has initiated and facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation. At the behest of IQAC, arrangement for online feedback system is institutionalised from students, parents and alumni on the institution and curriculum. This is done to identify and understand the response of the stakeholders on the college teaching-learning, administration, infrastructure and the like. Various workshops are organised on academic, professional and psycho-sociological themes for benefit of the students as well as teachers like hands-on workshop, entrepreneurial workshops, yoga camps, etc. IQAC also maintains documentation of the various programmes and activities leading to quality improvement in the institution like NCC and NSS activities, seminars, research activities etc. Online Grievance Redressal system has been designed and maintained at the behest of IQAC Anti Ragging online portal is monitored by the IQAC

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

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

The IQAC strives constantly with the following functions in accordance with the guidelines of NAAC: Development and application of quality benchmarks/parameters for various academic and administrative activities Facilitating the creation of a Lerner-centric environment conducive to quality education and faculty maturation Arrangement for feedback response from students, teachers and alumni on the institution and curriculum Development of the mentoring system which promotes interactions between the student and

the faculty members and helps in gauging the learning levels of the students and taking appropriate steps in this regard. Organization of inter and intra institutional workshops, talks, seminars and conferences on quality related themes Documentation of the various programmes and activities leading to quality improvement Development of quality culture in the institution through discussions with the teaching staff in staff meetings and meetings conducted with the heads of the departments. Preparation of Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC, to be submitted to NAAC

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

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

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 institution has always showed commitment to enhance the awareness about gender equity. Therefore college has undertaken the following initiatives to provide the facilities in terms of safety and security, counseling and common room.

1. Safety and security:

1. The college has constituted the discipline committee so as to maintain and provide safety and security to all stakeholders.
2. No one is allowed in the campus without ID-card.
3. Separate parking facility for males and females.
4. The whole campus comes is under the surveillance of CCTV cameras.
5. GRIEVANCE CELL is constituted to resolve the grievances of student.
6. As per the regulation of university, college has anti-ragging committee.
7. Complain box is provided in front of the administrative building
8. NCC department has organized road safety rallies on every last week of November month every year

2. Counseling: Following are some initiatives in providing counseling facility through gender sensitization.

1. At the beginning of every academic year, the principal addresses the new comer students regarding the safety and security as well as counseling and guidance cell.
2. 'Rangoli' competition conducted during college week highlighting gender equity every year.
3. The Women Forum of the college organizes counselling programme on mental health and hygiene.
4. The women's cell from time to time organises seminar and talks to address the laws regarding violence against women, women empowerment.
5. World women's day is celebrated by conducting various activities to sensitise the students every year.
6. Women Cell has also organised self defense training to girl students.
7. Various guest lectures have been organized on issues of gender sensitivity by the various eminent personalities during the last five years.
8. The students of the college are guided and counselled regarding gender equity through one act play, street shows & rallies. More over different departments has some portion of their curriculum addressing gender sensitivity.

3. Common room: The following common facilities are provided to the girl students and female staff at the college campus.

1. In addition to the existing girls' hostel a new girl's hostel was constructed of 50 girls capacity with all facilities including reading room, dining hall, refreshment, water purifier, toilets, dustbins.
2. Separate common room with lavatory & washroom facility is provided to the girl students.
3. Separate queue for girls and boys at the administrative building.
4. Child care facility is provided in the campus for those faculties & student who are mother, to look after their children during classes, exam
- Lactating room is also made available in the college campus.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

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

A. Solid waste management: Solid waste generated from the campus is subjected to two stage treatment: 1. Segregation of waste: Installation of coloured waste bins in pairs - a. GREEN BINS: For biodegradable waste, e.g. fallen leaves of plants, papers, etc. ; b. BLUE BINS: For non-biodegradable waste, e.g., Plastic, glass, metals etc. 2. Disposal of waste: a. Bio-degradable waste is disposed in the college campus in a systematic way (Procedure : uploaded as any other additional information). b. Non-biodegradable waste collected in the college is periodically collected by the municipality. **B. E-waste management:** The E-waste generated (Computers, servers, printers) is used in Computer Hardware Training Centre.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	No File Uploaded

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

D. Any 1 of the above

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

7.1.5 - Green campus initiatives include

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

B. Any 3 of the above

- 1.Restricted entry of automobiles
- 2.Use of bicycles/ Battery-powered vehicles
- 3.Pedestrian-friendly pathways
- 4.Ban on use of plastic
- 5.Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

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

C. Any 2 of the above

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

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

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

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

The Institution has made efforts in providing an inclusive

environment by various socio-cultural activities.

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

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

Nil

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

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

4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

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

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

The life and contributions of eminent personalities for nation building and development of the nation are keenly remembered and programmes are organised at the college level for the celebration of national festivals like Independence Day and Republic Day. The students of the college along with the faculty members come together in organising the events and making it a huge success. Historical reminiscence on the contribution of the freedom fighters for liberation of the country from the hands of the foreigners and lectures on peace, harmony and contributions of the makers of the Indian nation are delivered by the distinguished guests invited for the occasion. The students also participate in parade, singing of patriotic songs, dance, drama befitting the theme of the event. Birth and death anniversaries of great Indian personalities like celebration of Gandhi Jayanti, birth anniversary of literary genius of Assam, Sri Lakshminath Bezbaruah, birth anniversary of cultural stalwarts like Bishnu Prasad Rabha, Bhupen Hazarika along with Janmotsav of Sri Sri Sankaradeva, the great socio-religious reformer of Assam are observed. Besides, the college also remembers the contribution of Dr APJ Abdul Kalam, the Missile Man and the 11th President of India on his death anniversary. Sraddhanjali by the students and faculty members of the college are given and his life and contributions to the nation are remembered on the occasion.

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

7.2 - Best Practices

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

Best Practices 1 Context: Student Grievance Redressal Mechanism 1.
Title of the Practice (This title should capture the keywords that describe the practice.) : STUDENT, GRIEVANCE, STREAMLINE, TIMEBOUND
2. Objectives of the Practice (What are the objectives / intended outcomes of this "best practice" and what are the underlying principles or concepts of this practice (in about 100 words)?): :
 The aim of the initiative is to redress the grievances of the students in a time bound, efficient, speedy and in a substantive way.
3. The Context (What were the contextual features or challenging issues that needed to be addressed in designing and implementing this practice (in about 150 words)?): : It has been observed that the students have from time to time placed their grievances in various matters to various platforms of the institute and so has also done to the chief administrator of the College, namely the Principal of the College. It has been the prime duty of the Principal of the College to conclusively deal with any sort of grievances faced by the students. So an effective mechanism to deal with these issues has been brought into effect.
4. The Practice (Describe the practice and its uniqueness in the context of India higher education. What were the constraints / limitations, if any, faced (in about 400 words)?): : Any student with any sort of grievances / necessary permission seeking prayer is asked to write an application stating their issue in details with necessary supporting documents. They have to submit the same in a counter designated specially for the purpose. At the behest of the IQAC an online portal for student Grievance Redressal System in the College website has been started through the link <http://darrangcollege.in/grievance.php> Any student can apply on it online looking towards redressal of his/her grievance.
5. Evidence of Success (Provide evidence of success such as performance against targets and benchmarks, review results. What do these results indicate? Describe in about 200 words.): The process has streamlined

the grievance of the students in a time bound and effective way. The students don't have to wait too long for their grievance to be addressed. The online grievance redressal mechanism has been recently initiated by the IQAC of the institution which is further supplemented by the Online Feedback system (for both students and teachers). A feedback system report is generated which is further uploaded in the College Website. 6. Problems Encountered and Resources Required (Please identify the problems encountered and resources required to implement the practice (in about 150 words). : The online grievance system since has only been initiated recently the takers into the same system is yet to run more smoothly. Regarding the earlier system of grievance redressal the grievances which are related to the issues of the affiliating university to be settled requires time by the university office which creates uneasy tension for the appellants. 7. Notes (Optional) please add any other information that may be relevant for adopting/ implementing the Best Practice in other institutions (in about 150 words). : (a) An aggrieved student who has the grievance shall first make an application addressing to the principal and deposit it to the counter No 1. From the counter the applications are sent to the Principal of the College. The Principal after verifying the facts and the papers concerned sends the application to Head of the Department, the vice principal, the Academic Vice-Principal, or before the Institute level committees like accounts, examination branch, library, grievance redressal etc., overlooking different matters which shall resolve and pass appropriate order in the best possible manner within a reasonable time, preferably within 10 days of receipt of application. (b) While dealing with the complaint, the Committee and various decisions making Persons at all levels shall observe law of natural justice and hear the complainant and concerned people. (c) While passing an order on any Grievance at any level, the relevant provisions of the Act/Regulations would be kept in mind and no such order would be passed in contradiction of the same.

Best Practices 2 Context: Mentor Mentee System 1. Title of the Practice (This title should capture the keywords that describe the practice.) : Mentor, mentee, teaching learning, stress, knowledge base, two-way communication, future opportunities 2. Objectives of the Practice (What are the objectives / intended outcomes of this "best practice" and what are the underlying principles or concepts of this practice (in about 100 words): : To work for effective synchronization of teaching learning the between teachers and students on the campus through mentoring system. To create a superior environment in college, where students can approach teachers for both educational and stress related personal guidance.

To develop a effective twoway communication on enhancing knowledge base for both teachers and students. 3. The Context Mentoring has been formed in the year 2016-17. Students come from higher secondary school to College, where Class teacher is not there, only scheduled time table for teaching is followed. Somehow, student teacher communication was lacking. Student mentoring system was thought of as a good solution. It is to have attention of caring adult in College campus. It is to help students to guide for future opportunities. This support system is to help them set future goals and newer options in a more realistic way. It is to aware student about his/her potential. It is for the progress of students in today's world of competition. Traditional joint family support is missing in most of the families so to assist adolescents in shaping their future, the system is supposed to work. Therefore the college has decided to entertain the hopes and aspirations of students irrespective of caste, sex, religion and financial background. Many of our students from rural areas lack proper academic background and financial back-up. Mentoring of students thus, is an essential feature to render equitable service to all our students having varied background. 4. The Practice The IQAC has taken the initiative to introduce the mentoring system for students. The importance of integrating the mentoring system for enhancing students' performance is a common agenda to be followed by the teaching faculty. With a wide variation in the student population in regard to educational and economic background, the system promises to provide a better understanding of individual students and bring out their highest potential. It also appears to be the most effective method for mitigating cases of those students who are vulnerable to drop-out from studies. The mentoring system was promptly and effectively put into practice from the academic year 2016-17. Each member of the faculty of Arts, Science and Commerce streams is assigned the mentorship. Each teacher is allotted 45-50 students of their respective faculty and he/she will be mentor for all the three years of mentee's graduation. A format for mentee showing the detailed information of the mentee is designed and allotted to each mentor. Mentor helps his/her mentee in understanding of available resources at the campus. Mentor also guides them in choosing the course subjects for their graduation. Mentor also pinpoints the strengths and weakness of the students and guides them accordingly. Mentees are allowed to meet their mentors regularly as per their requirements. For the overall development of the students constructive suggestions are given frequently. 5. Evidence of Success For mentees : 1. Student-Teacher strong bond is developed. 2. It has helped to improve communication skills, social skills. 3. Students felt connected and shared their difficulties. For College : 1. Mentoring system has been highly appreciated by the mentee's

parents. 2. The discipline has been improved in the college campus. 3. Involvement of knowledge source in the actual education process. 4. It has developed of good support service. 5. It is step ahead towards student-teacher communication. 6. It served young students in a more responsible way in College campus 7. College has indirectly set a role model as a mentor in front of students. 8. Mentor is introduced to the important issues of students. 9. Mentor as a caring adult has to improve communication skills. 10. Mentors developed insight for student's problems and stress. 11. Mentor experience the problems of mentees and get closer to students from different socio economic status. 12. Mentors felt, it is an opportunity to cooperate adolescents to nurture career. 6. Problems Encountered and Resources required 1. Mentees and mentor may find problem of common free time for face to face dialogue. At the starting of academic year, this problem has been sorted out by mentors. Subject wise time-table of mentees was of help to decide meeting time of mentees. It was then matched with mentor time-table. 2. Since mobile phone is a boon of new technology, young generation enjoy it. Mentors use it for mentoring Sharing of cell number and thereby formation of what's app group is followed. But all students are not having mobile phones. Students possessing cell phone were having range problem. Many a times the message is not received by students as the number belongs to elder family members. Sometimes, if it is a personal cell, students do change the company SIM card as per attractive offers and are not reachable.

3. As the mentor is a teacher, mentees took more time to open up .Teacher do have knowledge of student psychology during their training programs, it is found to be useful. 4. Concept and ways of mentoring, responsibilities of mentor, enhancing service and reviewing progress etc. were discussed in detail during mentor orientation meeting.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

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

In the pretext of public opinion Darrang College is the only

institute of repute in the North Bank of Brahmaputra. The college has a reputation of attracting the best talents and cultural diversity of students from almost all corners of the state and the NE region. Variety of courses are offered giving ample choices in science, arts and commerce streams in regular, distance, vocational and skill based courses. The College boost of having PG departments in four subjects like Assamese, Botany, Geography (both MSc and MA) and Zoology. Up to the mark human and physical infrastructure, fully equipped and well automated central library, excellent sporting facilities are in addition to the ever growing allure of the institution. The College boost of excellent results in both UG and PG level with consistent attainment of First Class First Holders in university examination both in UG and PG level. The number of first class holders is also quite satisfactory 1426 first class holders out of 2788 appearing in numbers since last 5 years, ie., 51.11% .

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The College has a systematized mechanism for analyzing and ensuring the objectives of the curriculum both in letter and spirit are being adequately and consistently met. The College publishes a detailed prospectus that provides all necessary information about the College, its courses on offer, the fee structure, faculty, etc. so that students are empowered to make informed choices. Each academic session starts with students counselling programmes to welcome the new students and to acquaint them the academic course and college activities, College rules are also briefed on the day. Syllabus distribution among the faculty members of the departments are done in advance before the start of the semester classes, vis- a- vis the specialization and area of interest of the teachers. Each teacher designs a lesson plan on his / her own for the units which is time bound and systematic. Conventional mode of lecture using chalk, blackboard, green board, maps, diagrams, charts and demonstrations are used for classroom teaching besides adherence to electronic gadgets to simplify explanations through audio-visual aids i.e., video conferencing facilities, ICT enabled lectures are ensured The process is supported by devices like-overhead projector, digital projector, internet and e- library facility etc. Invited talks on current topics are encouraged. Various ICT courses like Certificate course in Computer Application, B.Sc. Course in Computer Science as a core subject are effectively introduced by the institution which ensures effective curriculum delivery. For making teachinglearning process more effective, group discussions on topics relevant to the curriculum, students' seminars and activities like quizzing are conducted. Regular evaluation test is conducted to identify the weak areas of the students besides the regular evaluation process prescribed by the university like Periodic tests and Sessional examinations. Remedial classes are held for slow learners. Faculty members discuss on curriculum planning, improvements and implementation to ensure its effective delivery amongst the students. Class presentation sessions are conducted at a regular basis

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

The institution conducts regular internal evaluation for the students to understand their learning levels and progress. Besides departmental tests conducted by the various departments, the institution conducts Periodic Major Tests for the students undertaking major subjects. The institutions also organizes internal assessments for the students having both major and pass courses in the Undergraduate level in tune with the programmes defined by the Gauhati University. The institution has a reputation of conducting fair examinations, providing strict vigilance and having a transparent system of marking. The students are made aware of their progress through their marks displayed in the respective notice boards of the departments. The students are also given the assessed answer scripts to understand their loopholes and for any clarification needed for the purpose. Any omission of marks or wrong calculation on the part of the examiner is also looked into and necessary ramifications are made then and there. Academic calendar is published well in advance of the new session to prepare an academic calendar that takes into account the preparation of the students for their final examinations by utilizing the syllabi in such a way the courses are covered in a planned way and the students are tested consistently throughout the session. holding of periodic major test and internal assessments Absentees are given the opportunity to appear in the internal examinations always Pre-examination practical examinations are conducted for assessing the students in their hands on the experiments scheduled for the examinations The system of internal assessment in the form of Periodic Major Test and Sessional examinations is also one initiative in this direction of reforms. The attendance of the students is taken into account at the end of each semester in connection with their subsequent appearing in the examination Students are evaluated overall on the basis of internal assessment and performance in the final examination. However, by taking cognizance of students 'participation in various cocurricular and community service, they are made to appreciate that success in rote learning is not the only measure of achievement. Emphasis is placed on the all-

round development of the student's personality through active engagement in classroom discussion and extracurricular activities.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

A. All of the above

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

1.2 - Academic Flexibility

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

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

32

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

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)**

00

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

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

00

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

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

Being a coeducation Institution various courses are part of the syllabus which addresses issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics. The institution also makes it a point to cultivate awareness and sensitize the students to these issues through various forums. Environmental education is a mandatory course for the undergraduate students in order to introduce and aware those to crucial environmental concerns. The Departments of the college also makes it a point to cultivate gender equality among students through their speeches and actions. Group discussions, talks on issues of gender, human values relevant to the syllabus are also carried out by the students of the Departments. The institution also organizes guest lectures and talks inviting speakers to deliver relevant information to students on such topics. The

students also participate in various activities organized by the institution like literary, art and craft, sports and cultural activities etc. which helps them to have a gender neutral perspective, besides becoming aware of the environmental issues around them. It also fosters human values in them, helping them in the process of becoming good citizens of the country. The boys and girls wing of NCC as well as NSS unit of the College has taken up issues pertaining to gender, health and human rights. The Women's Forum of Darrang College is committed to nurture the strength of female students as well as to create a sensitized environment leading to gender equality. Every year on the occasion of International Women's Day, awareness programmes, student plays and eminent scholars are invited to deliver talks on issues relating to gender discrimination, women's right and empowerment. It aims to involve both male and female students in its information dissemination and sensitization activities, so as to foster a healthy man-woman relationship based on mutual trust, respect and co-operation. For dealing with Professional Ethics, each department through their interaction with the students in the classroom gives them such basic ideas on professional ethics. There are also talks held on Plagiarism, Copy right Act etc. which enables students to understand the ethics of research and scientific writings the do's and don'ts and its implications and thereby help them in orienting their innovative thoughts and ideas into future fruitful realities. Teacher in charges of various sections of students union body play the role of mentors in guiding the students in different co-curricular fields towards making them responsible citizens.

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

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

12

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	No File Uploaded

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

275

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	No File Uploaded

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	C. Any 2 of the above
File Description	Documents
URL for stakeholder feedback report	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	http://darrangcollege.in/feedback/
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 students admitted during the year	
1076	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	
2.1.2.1 - Number of actual students admitted from the reserved categories during the year	
956	
File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File
2.2 - Catering to Student Diversity	
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners	
Before the commencements of the programs the aspiring students are offered counseling by teachers of various departments to help them in choosing the right subject and thus giving them an	

insight into the subject matter, its prospects and relevance to help them in making decisions regarding the choice of subjects. Class test in the form of Periodic Major Test and Sessional as well as seminars and group discussions are conducted to gauge the learning levels of the learners and are so distributed in the academic calendar that slow and advanced learners can be detected quite early in the session and can be provided with proper mentoring. Remedial measures including tutorial classes are accordingly taken by the departments to bridge the gap between slow and advanced learners and they are encouraged to facilitate the freedom to freely discuss their problems with their teachers and other faculties of the department as and when the need arise. Each department forms tutorial groups for individual teachers to aid the students in the learning process (IQAC HAS INITIATED THE MENTOR :MENTEE SYSTEM) Mentoring of students is done at various labels, teacher of the department play the role of mentoring the students playing a supervisory role to foster the mentees academics and personal development. This has been done in both formal and informal ways. Individual teachers are also assigned the task of mentoring students by guiding them not only in their studies but also for like assignments, projects, excursions, various competitions. This develops a cordial relationship between the mentors (teachers) and mentees (students) Student counselling cell and the women study cell play crucial roles in mentoring students for career advancement and mental / personality development irrespectively. Necessary support and encouragement is also extended to the students participating in various competitions organized by the institution and students are encouraged to participate in compititios held in the inter college / interuniversity levels in various parts of the state and the country.

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

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

Number of Students	Number of Teachers
4495	89

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

Experimental learning is made effective in four stages by applying the mode of sensing, watching (observation), thinking and doing (practical laboratory works supporting each theoretical learning and the field study mode). Teachers usually have brain storming sessions with the students in the classroom when any new topic is introduced. This helps the student to engage in participative learning and getting a picture of the subject concerned. Students are given assignments to develop their problem solving skills. Projects as part of the syllabus are given to students in most of the departments to develop their mental and participative skills besides preparing them for further research purposes. Excursions of students according to the requirements of the students of each department are carried out to enhance the experimental, participative and life skills of the students, besides updating the knowledge base of the students. Group discussions among students are conducted by different department of the institution as a part of participative learning, practised as and when found required. Participative learning, problem solving strategies and learning experiences of the students are also developed through their active participation in extra-curricular activities conducted by the college. As a part of student centric methods for enhancing the learning experiences of the students, lecture and interactive methods are well supplemented by seminars and workshops. The various departments hold seminars on a regular basis every session where resource persons of repute are invited. Students are also made to present papers related to their course, depending on the course, projects and computer applications are very much part of the curriculum. Use of technological tools is also encouraged, Field works in subjects like environmental studies, geography, botany, zoology, biotechnology, Assamese, psychology, Home science, Statistics and others also facilitates the teaching learning process. Besides catering to the university syllabus, the College has been offering to its students the opportunity for picking up life skills through different co-curricular activities and awarding the best performers. Computer Centre caters to large no of students. Further communication skills of the students are also honed by vocational courses like communicative English.

Other skills also come within the campus of the Darrang College Vocational Centre which is a College initiative. It includes such course as Computer hardware, paramedical, mobile repairing, electronic goods maintenance etc. In this way the students get an opportunity on campus to pick up skills beyond the degree syllabus. Such vocational courses are allowed to other students outside the usual enrollment of the college. Basically the target group is mostly for rural students. The College acts as a facilitator for students who can't pursue regular courses due to economic or other burdens are encouraged to enroll in the distance mode of learning in IGNOU study Centre and IDOL, Gauhati University.

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

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

Participation of the students in the classroom is a must for better understanding of the concepts for which ICT tools are used. Holding of periodic Major test and Internal Assessments also helps in the performance of the students. More increased use of ICT tools and project based assignments especially in areas like environmental studies, psychology has given a new fillip in the College curriculum.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

89

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

89

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

54

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

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

2.5 - Evaluation Process and Reforms

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

The institution conducts regular internal evaluation for the students to understand their learning levels and progress. Besides departmental tests conducted by the various departments, the institution conducts Periodic Major Tests for the students undertaking major subjects. The institutions also organizes internal assessments for the students having both major and pass courses in the Undergraduate level in tune with the programmes defined by the Gauhati University. The institution has a reputation of conducting fair examinations, providing strict vigilance and having a transparent system of marking. The students are made aware of their progress through their marks displayed in the respective notice boards of the departments. The students are also given the assessed answer scripts to understand their loopholes and for any clarification needed for the purpose. Any omission of marks or wrong calculation on the part of the examiner is also looked into and necessary ramifications are made then and there. Academic calendar is published well in advance of the new session to prepare an academic calendar that takes into account the preparation of the students for their final examinations by utilizing the syllabi in such a way the courses are covered in a planned way and the students are tested consistently throughout the session. * holding of periodic major test and internal assessments Absentees are given the opportunity to appear in the internal examinations always Pre-examination practical examinations are conducted for assessing the students in their hands on the experiments scheduled for the examinations The system of internal assessment in the form of Periodic Major Test and Sessional examinations is also one initiative in this direction of reforms. The attendance of the students is taken into account at the end of each semester in connection with their subsequent appearing in the examination Students are evaluated overall on the basis of internal assessment and performance in

the final examination. However, by taking cognizance of students' participation in various co-curricular and community service, they are made to appreciate that success in rote learning is not the only measure of achievement. Emphasis is placed on the all-round development of the student's personality through active engagement in classroom discussion and extracurricular activities.

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

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

Internal Assessment is conducted by each department at both UG level and PG level of the institution as part of the rules set by the Gauhati University. Students' progress and performance evaluation is done by teachers frequently in the respective departments. Internal assessment marks of students are recorded on the basis of their performance in sessional examinations. The results of the sessional exams are displayed in the departmental notice boards for the students. Moreover, the checked examination scripts are distributed among the students in their respective classes. This is done to make the students aware of their mistakes and to highlight the areas where scope lies to score better marks. The teacher also appreciates top best performances of students for boosting their morale. Sessional exams are conducted after conducting periodic major tests for the major students. Thus this evaluation process makes the students more polished and confident for the university final examinations.

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

As an affiliated college under Gauhati University, Darrang College follows the broad framework of the curriculum of three

years undergraduate major and general course in all the three streams which is framed by the university. Every department has respective routine activities for delivery and implementation of the curriculum as designed by the parent university. The results are systematically and timely displayed in the college website while the final year results are always displayed in the affiliating university website. Staff council meetings are regularly held at the beginning of each academic session and also in the mid of the session. These meetings are organised by the Office of the Principal, Darrang College to discuss the academic and academic related matters where specifically the results pertaining to each course outcome is analyzed and conveyed to each concerned department and the weaknesses if observed are discussed to meet up the raised issues.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

As an affiliated college under Gauhati University, Darrang College follows the broad framework of the curriculum of three years undergraduate major and general course in all the three streams which is framed by the university. Every department has respective routine activities for delivery and implementation of the curriculum as designed by the parent university. For every semester of under graduate courses, the departments have been uniformly following in total all the guidelines of the university for the purpose of getting the students acquainted with course contents of each subjects spreading over all the semesters. The classes are taken through lectures, discussions, examinations and evaluation process. The institution fixes the date of exams for internal evaluation in the academic calendar on prior basis. Every department conducts its classes and distributes the syllabus among the teachers in a way that it is finished before the internal examinations and before the final university examinations of the undergraduate students. The projects for the sixth semester are completed along with the viva-voce by the experts within the time prescribed by the university. For science stream, required number of laboratory classes is conducted for

students for practical exposure. Moreover, academic and subject oriented grooming for the students are conducted by the teachers in the respective departments this is further aided by the Student Counseling and Placement Cell which conducts campus recruitments for the outgoing 6th semester students. This offers wide scope for the students to get the necessary exposure and many get absorbed in the companies / organizations.

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

2.6.3 - Pass percentage of Students during the year

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

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	Nil

2.7 - Student Satisfaction Survey

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

<http://darrangcollege.in/feedback/>

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)

28.26

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**3.1.2.1 - Number of teachers recognized as research guides****2**

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	No File Uploaded

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year****2**

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

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The institution encourages and develops clarity on concepts like critical and free thinking, creativity and scientific temper. College always has a quest for constant innovation: ecological and historical conservation, participation, empowering students and teachers to attain excellence. All these vitally connect the College with the community, the nation and the world, through multiple linkages in the form of small activities by student fraternity. Such programmes are conducted to induce practical knowledge among students and making them market oriented. Faculty members serve as catalysts in the process of enabling them to grow in this important respect. Most importantly, students are encouraged to stay focused on growing through learning. A Hands-on Workshop on Basic Electrical Wiring & Electronics was organized by Department of Physics for one week that focused on multiple aspects encompassing fan and motor capacitor connections, electronic welding, power supply making, rechargeable light making, solar panel installation, solar light connection, simple home wiring and safety measures and components such as main circuit breaker and isolator insertion. Industrial visits are conducted by Department of Commerce for the 6th semester students. An entrepreneurial development session was organized by the Department of Commerce in 2017 to enlighten the students on various facets of entrepreneurship and its prospects in the north-east region. The session was delivered by Puberun Sarmah, one of the renowned entrepreneurs of Tezpur region. He showcased various ways and methods of textile dyeing, pot making, candle making etc. through audio-visual aids.

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

06

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

04

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

37

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

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

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

19

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

3.4 - Extension Activities

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

Darrang College organizes different extension activities to involve the students in different community oriented activities so as to imbibe a sense of responsibility/service orientation/holistic development of the students. Most of the departments adhering to science stream organize community awareness programmes on Bio-diversity and wild life conservation in the neighbourhood schools thereby involving and sensitizing the students and creating maximum awareness. The faculties of the department of Zoology were involved in anti-superstition campaign in various remote villages around Tezpur to create mass public awareness against witch-hunting, healthrelated superstition, snake bite related superstition and agriculture related superstition. Department of Biotechnology with Naryankati H S School - in Biotech Program The department of Zoology has also made open its Zoological museum (having one of the largest specimen collections in North-East India) to school and College students in and around Tezpur to make them interested in zoological sciences and creating awareness on indigenous wildlife diversity. The department of Commerce under the aegis of Darrang College Commerce Society (DCCS) organizes different extension activities like flood relief programme, visits and donations to orphanage homes, relief to fire victims in Jahajghat etc. in and outside the campus to involve the students in different community oriented activities so as to imbibe a sense of social responsibility/social orientation/holistic development of the students. The Philosophy department of the college is actively involved in sensitizing students of the neighbourhood school of Jamuguri Uchchar Madhyamik Vidhyalay on the importance of philosophy as a subject, its contribution to world development, the importance of philosophical and ethical values in day to day life and future prospects. Most of the departments also undertake field visits as part of their projects. Such field visits

relating to various fields of study also make the neighbourhood community and the students undertaking such projects aware of their neighbourhood history, life and culture, its flora and fauna, its economic prospects and challenges etc. thereby making room for student- people interaction and involvement. The institution had also adopted a village called Harigaon, near the college where awareness programmes are held from time to time including active involvement of students in various social issues, skill development / Entrepreneurship training provided programs in association with IIE The institution also encourages students to participate in the Parliamentary Institutions to develop knowledge on the overall functioning of the political institutions. In 2018, students of our college visited the Assam Legislative Assembly to gain first hand knowledge on its functioning.

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

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

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

2

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.4.3 - 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

3.4.3.1 - 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

00

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 during the year (Data Template)	No File Uploaded

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

00

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)	No File Uploaded

3.5 - Collaboration**3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year****3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year**

00

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	No File Uploaded

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

02

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

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.

Teaching is an art hence it requires dynamism on the part of the teachers to make teaching interesting in order to sustain interest of the students. The same methods actuated in the teaching process years after years create monotony in teaching both for the teacher as well as the students. Hence to break the old rule of thumb, a revolutionary outlook is adopted in the teaching procedure. The below mentioned points supports our constant endeavour towards a congenial and effective way to meet up the facilities required for teaching and learning. Separate classrooms are allotted for both undergraduate and post graduate classes. Separate laboratory arrangements are made for both UG and PG classes. The departments also have sufficient ICT facilities for making the teaching-learning process more effective. A tissue culture laboratory is there in the departments of Botany, Zoology and Biotechnology. Digital classroom facilities practices are also used in the departments to make the teaching-learning process more interesting. To cope with the changing mind-set of the students, department of commerce has implemented certain innovative techniques in delivering lectures and making students understand the topics vividly like case study method, role-playing method, ICT based

classes etc. There are also departmental libraries in respective departments besides the central library of the college and the e-library. The department of botany has a spice museum established in 2007 and an orchid house established in 2012 by taking financial support from UGC-NERO as part of the course content. Computer Science department has two well-equipped computer laboratories with an access to internet connectivity through the LAN. The department of Zoology and Assamese has a zoological and cultural museum respectively for effective classroom teaching. Lectern Podium, Wi-fi, E-library, Projectors, Biotech Hub, Central Instrumentation Facility (Biotech Hub& Star College Scheme)

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

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

Apart from imparting academic and professional courses to the students, the institution encourages students to engage in sports and cultural activities which is very essential for all round development of human beings especially the students fraternity. The college has opened a Badminton Coaching Centre in the College Indoor Stadium where the students and teachers regularly come for practice in the morning and evening hours for 2 hours each and pay nominal fees. Conditioning programmes of Athletics are also conducted in morning and evening shifts. Along with, basketball and volleyball practice programmes are also going on in the college. There is gymnasium to accommodate both the boys and girls of the college for maintaining their fitness. Recognizing the increased level of stress amongst the student fraternity and fitness related issues Yoga camps of one week duration for college students are also organized where yoga and meditation sessions are delivered by professional trainers working in colleges and schools. The institution organizes college week programmes annually where different competitions are held under sports and cultural section for encouraging and cultivating the habit of practicing co-curricular activities among the students. At the outset, a cultural rally is conducted where various departments of the college participate and showcase a particular culture, tradition or social approach. Under sports, competitions

for both indoor games, athletics, swimming and cycling are conducted. Under cultural category, competitions for traditional and modern songs, dance, plays, cooking, paint art, collage etc. are covered. At the end of the competitions in the concluding day a cultural programmes is conducted where the students get a platform to showcase their diverse talents in singing and dancing. Many awards and trophies in inter college meet under indoor and outdoor games category are begged by the students. Students have also participated in state and national championships in various activities.

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

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

15

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

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)

107.34

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template	No File Uploaded

4.2 - Library as a Learning Resource

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

The Central Library is open access for students and staff. Three well furnished reading rooms are attached with book section of Arts, Science and Commerce. On the other hand one reading room is separate for teachers only. Reference section is available in the library. Attendance register is maintained for users. * New arrivals of books and journals are displayed systematically. * Security of resources is ensured through a system of checking at the exit point for all resources borrowed by the users. * C.C. T.V. cameras are installed in the library for strict surveillance. Web OPAC (Online Public Access Catalogue) facility is made available through Library Management Software to know the bibliographical details about the collection. Users of any location can search the library collections through Web OPAC. It can be search by giving Title, Author and domain can be carried out. Electronics Resource Management package for e-journals: A well equipped Digital Library having Internet connectivity is housed in the Central Library for access EResources. As the access facility to e- journals in multi user and I.P. address based. Users can access the EResources from anywhere in the campus. Library Automation: All the books collection is updated in the package. Library management software database and the Web OPAC is available for the users. The issue and return of books has been activated in the Library Management System. Facilities available: No. of Printers : 02 Bar Code Printers : 01 Bar Code Scanners : 04 Photocopy Machine : 01 Fax Machine : 01 Internet bandwidth : BSNL Broad Band multiuser connection

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	A. Any 4 or more of the above
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File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)
4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)
7.80

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

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
475

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

4.3 - IT Infrastructure

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

The institute has a huge built up area of 38834.36 sq m which is basically divided into Main Building, Zoology Building, Sanskrit Block, New Arts Building, Chemistry Building, Commerce Block, Library and the Auditorium. All departments of the College have BSNL Broad band connection. The main building with the administrative block as an annexe has a wi-fi network with dynamic IP Address: 117.211.72.143. The computer centre has two Working labs which has a static IP Address: 59.90.154.116 with 2Mbps speed. The Three-floor library with its extensive collection of books on every subject is up to date with the most recent publications of magazines and journals. Library has its own dedicated server supported by Online Public Access Catalogue (OPAC) through the e-resource link: 117.223.107.15 and 192.168.1.100. The newly constructed block have centralised well-furnished classrooms with in-built projector and screen facilities in several class rooms department wise. Projector and digital podiums with interactive boards are present in the Botany, Zoology, Mathematics, Commerce, Physics, Chemistry and Geography Departments which are updated on demand basis for any trouble in the ICT facilities. The Geography Department has software for Geographic Information System (GIS 10.5.1 Advanced) with a dedicated laboratory. General class rooms used for general course classes have two galleries with projector and inbuilt audio system. The Administrative branch has dedicated server of IBM linked by local area network (LAN) with dedicated internet facility. The office is interlinked with every branch through siemens intercom facility. The entire campus remains under CCTV surveillance maintained by Gigatron

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

4.3.2 - Number of Computers

105

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

45.6

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	No File Uploaded

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 institution has an extensive campus accommodating adequate number of classrooms, galleries and laboratories and other infrastructural facilities for academic activities. There are 60 classrooms, 3 big galleries to accommodate students on large

scale and a central library consisting of variety of books and 80,000+ journals. There are separate reading rooms floor wise classifying three different streams viz., science, arts and commerce. The library is under Management Information System (MIS). There is a boys' hostel accommodating 60 boys and a girl's hostel to accommodate 120 girls. Moreover, there are spacious common rooms for teachers. The growing number of enrolment in the college not only of the regular courses but also for the courses under IGNOU/IGNOU convergence, IDOL (GU), Vocational courses, and the regular holding of seminars and workshops see to it that the infrastructure is optimally utilized. The college is also proud to host three zones under GU. The routine committee ensures the optimum utilization of the classrooms, the IQAC sees to it that the co-curricular activities are properly planned so as to utilize the available resources. Besides, holding the engineering and medical tests and other competitive examinations also ensures the optimal use of the available infrastructure. The differently able students are also provided with all sort of support infrastructure. Sick room facility is also available for a sick student during examinations. An indoor stadium with modern infrastructure and internal set up has also been inaugurated recently as a student support facility. A sports officer has been simultaneously entrusted the duty of infusing sports enthusiasm amongst students and the outcome of the same is very fruitful.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

00

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

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

00

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

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

A. All of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded

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

00

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

00

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression**5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	No File Uploaded

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

5.2.2.1 - Number of outgoing student progression to higher education

112

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	No File Uploaded

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

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

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	No File Uploaded

5.3 - Student Participation and Activities

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

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

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

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

The Darrang College Students' Union or DCSU is Students' union under Office of the Principal, Darrang College. It is primarily responsible for building and preserving a healthy political culture and an atmosphere of open debates on the campus. Students are kept informed about the public meetings, discussions and other issues through pamphlets and notices. Public Action, an objective forum, invited a variety of journalists, politicians, and academics, to debate and discuss various topics. There is a long tradition in DCSU of holding serious meetings in the college to which the students often invite well-known public figures, writers and intellectuals. At the beginning of each academic year usually on the fourth week the election to the DCSU are held strictly adhering to the norms of Lyngdoh Commission.

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

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

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

00

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

5.4 - Alumni Engagement

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

The Darrang College Alumni Association was formed in the year 1995, since its inception the association has been engaged with the academic upliftment, intellectual and cultural enhancement of the college in broader prospective. The association provides economic support to the students of the college belonging to the poor section of the society. In all executive meetings of the association, various matters relating to development of youth mental health, regular yoga practices, coursing classes for various competitive examinations discuss by the experience and adept alumni of the college. The association also serves as a fruitful adviser towards the growth and development of the College by participating in various events of the college.

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

5.4.2 - Alumni contribution during the year

(INR in Lakhs)	
File Description	Documents
Upload any additional information	No File Uploaded
GOVERNANCE, LEADERSHIP AND MANAGEMENT	
6.1 - Institutional Vision and Leadership	
6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution	
<p>The vision and mission of the college is communicated to the students, teachers, staff and other stake holders through the college prospectus, website, academic calendar, newspaper, cable T.V and college magazine. The leader guides the institute to maintain a quality standard that helps in generating students well equipped with all communication and life skills. Regular meetings with the teachers by the Principal are conducted to review the teaching -learning process and other issues of the college. The teachers are also accommodated in various cells and bodies of the college to maintain a smooth academic atmosphere in the college. The students are also given awareness on the social and national issues through talks and seminars held by the college and also through awareness programmes held by the N.C.C and N.S.S unit of the college. The teachers are also fully involved in the student related activities, for instance in the College Week and other departmental activities. A spirit of co-operation and team spirit is infused amongst the students to make them socially responsible citizens in future. Their participation in the growth of the institute is also assured through the student union body of the college. The college construction committee monitors the infrastructural development of the college and estimates the fund allocation in different developmental schemes. The Principal as a Chairman of the committee supervises the reports of the construction committee and accordingly takes appropriate steps for the developmental activities with a neat and clean notice on the financial utilities.</p>	
File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The institution values democratic ways of governance and tries to implement it wherever possible for proper decentralization and participation of all stakeholders. The college believes in the team spirit and as such strives towards active involvement of all for the smooth conduct of all activities. There are as many as ---- cells working under the guidance of the principal of the college and the IQAC which addresses the grievances of the students, works for the implementation of discipline in the college, looks after the smooth conduct of examinations, elections of the union body of the college to name a few. The IQAC of the college, works as a supervisor and guide besides assuring the maintenance of quality. Regular sittings are held with the teachers who form the main pillar of the institution to mitigate any problems arising on teaching - learning and evaluation. Their valuable suggestions for the betterment of the institution is also held in high esteem and carried out as far as possible. There are regular sittings with the non-teaching staff also and with the students (Union Body) by the Principal and the IQAC for the redressal of the grievances of the student community and for their support and contribution towards the overall development of the institution. It is through the participation and development of one and all that the institution wants to progress in the future. Arrangement for feedback system is institutionalised from students and other stakeholders on the institution and curriculum. This is done to identify and understand the response of the stakeholders on the college teaching-learning, administration, infrastructure and the like.

Institutional Vision and Leadership The college has rules for students as well the employees, which sets out its mission, vision and policies. The Principal in consultation with the Governing Body the Supreme Council of the Institute designs and implements the policy and plans of the college from time to time. The faculty also gets represented in this process as there are two faculty members who are elected to the governing body for a period of one year. The day to day administration of the college is done by the Principal. Authority is delegated in a horizontal manner by the Principal to the Vice Principal and the three academic vice Principals, HODs and other representatives. All departments have relative autonomy in administering their academic activities in accordance with the University norms. The HODs report on the activities of their respective departments to the Principal on a regular basis. The principal convenes periodic meetings of the HODs to discuss quality related matters. It is

also a tradition in the college that the Principal meets the members of each Department together at least twice a year (at least in the beginning of each semester).

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college has been well aware of its mission and vision and its social responsibility towards the community it serves. The college considering the changing role of higher education tries to introduce courses that can be beneficial for the students in the present day context. Keeping this in view College started some new courses / subjects in the UG and the PG level which were considered very much beneficial for the students- the subjects like Biotechnology, home Science, Sociology, Psychology, Computer Science, Travel and Tourism Management were introduced. In the coming years these courses will be upgraded towards opening Honours and Post Graduate Courses. In the same way the already opened PG Courses in the Subjects like Zoology, Botany and Geography will be more strengthened by introducing Ph. D programmes in the subjects. The College will also open PG programmes in many other subjects having potential in the areas of teaching faculties and infrastructural facilities. The subjects like Biotechnology, Physics, Mathematics, Statistics, Chemistry, Political Science, History and Education. Likewise the College will also strive towards marching with the challenges of Higher Education in the coming century. Therefore College will be opting for Autonomy in the Academic Administration which will give more flexibility in introducing courses at various levels. In this the Institution will plan for integrated courses in UG and PG level. Emphasis will be given in introducing subjects like Strategic Studies, North East Economy, Population and Migration & Gender Studies, GIS Courses, Anthropology and Geological Sciences. The already existing Vocational Education and Training courses will also be more strengthened and Industry Academia tie ups will be planned so that designing courses will be aimed at focussing on student placement. MoUs with Indian Institute of Entrepreneurship and other such enterprising bodies will be more encouraged. In the areas of sports and culture the present adhoc policies will

be replaced by introducing courses which can be curriculum based and shall enrich students. Thus the courses like Film Studies & Photography, Visual & Performing Arts shall be introduced in the cultural areas. In the areas of sports introduction of Physical Education and Courses on Yoga. In the areas of infrastructure development College play ground will be upgraded with synthetic track, training arena, Central Instrumentation Facility, more conference rooms, staff quarters, improvement of Womens' Hostel are being planned for implementation in the immediate days to come. Plans will be initiated for full Office Automation to move towards paperless office. In the sector of power, more solar / renewable source of energy will be deployed.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Organisational structure of the College is planned according to the guidelines of the Directorate of Higher Education, Government of Assam. However for smooth functioning the College introduced it's own mechanism of governance by inclusion of three Academic Vice Principals in the faculties of Science, Arts and Commerce which helps in planning of Academic activities like admission, examinations, results and facilitates the coordination between HoDs and the Office of the Principal. Academic planning for the college is mooted by the Principal, Vice Principal, Academic Vice Principals, IQAC and the HoDs of the different departments. Different academic plans are executed through the HoDs and office bearers in the departments. The College library has an independent functional head i.e., Librarian who is assisted by Assistant Librarian and the library assistants. Student progression, placement and employment informations are disseminated through Career Counsellor. For different sports and extracurricular activities Sports and Cultural Officers are engaged for planning and organising events and activities. College office is headed by Sectional Assistant (SA) who is assisted by Office Assistants and Office Bearers. Different sections of the Office like Accounts, Scholarship, Examinations

are headed by senior Office Assistants. For overlooking the security of the College campus Home Guards of Assam Police are deployed for vigilance of the Institution 24x7. The College Hostels are managed by Hostel Superintendents in association with hostel manuals. College cleaning, beautification and management services are managed by manuals and cleaners which are employed for this purpose and supervised by designated persons.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

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

B. Any 3 of the above

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

6.3 - Faculty Empowerment Strategies

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

The institution offers various facilities for the welfare of the teaching as well as non-teaching staff. The institution has a vast common room for accommodating the teachers of the college where staff meetings are conducted. The teachers' common room offers facilities like drinking water, hygienic sanitary condition, regular newspapers, etc. Separate washrooms are also set up in different buildings and respective departments for convenience and comfort of the teachers and students. Daily tea

and light snacks arrangements are also made in departments where refreshment fund is generated voluntarily by teachers. One bearer is also allotted for individual department to look after the works. A cooperative society was set up in 2014 for the welfare of the non-teaching staff. The College also has an active women forum which includes members of both teaching and non-teaching staff. The forum plays a participative role towards empowerment and upliftment of woman of teaching, non-teaching category and female students of the College. Moreover, the college has the welfare measure under which the teaching staffs are granted duty leave to attend various national and international seminars and conferences.

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

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

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

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)	No File Uploaded

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

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

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

19

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

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

The Institution regularly promotes its teaching and non-teaching staff according to the time scale as per the guidelines of the Directorate of Higher Education, Government of Assam. Promotion of teaching staff strictly adheres to the norms laid down by UGC

under the API scheme of promotion. The API score claim of individual incumbent teachers are verified and certified by the IQAC of the institution. The main objective of involvement of IQAC is to promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices as the teaching staff and the non-teaching staff are the main pillars of the institution. Therefore, at the initiative of the IQAC feedback from students regarding teaching and learning, infrastructure and support system are taken and the resultant data is analysed and steps are taken to bridge the loopholes. The teaching staff of the institution also offer their suggestions through the online

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

6.4 - Financial Management and Resource Mobilization

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

Institution conducts internal and external financial audits regularly. Internal audit is being periodically done by the Chartered Accountant, Raj Kumar Nahata and Company, M.No. 097462; FRN: 325770E appointed by the College while the external audit is being annually done by the AUDIT Department of Government of Assam. An enumeration on the various internal and external financial audits carried out during last five years with the mechanism for settling audit objections is finely tuned up while the reports are uploaded herewith. The College maintain Cashbook, Ledger Books, Pasting files, utilization certificate wherever necessary, salary statement of staff, Record of deductions i.e. GPF, PF, Loans from various financial institutions.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers

during the year (not covered in Criterion III)

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

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

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

Darrang College has well-strategised resource mobilisation policy in place. Resources are mobilised from the following sources: * Overhead charges from the research grants received from various government and non-government funding agencies * Renting of Conference Centre, Auditorium Hall, College field and similar such facilities to the faculties, department and outside agencies for organising academic activities like examinations, conference, seminars, lectures, workshop and non academic activities as well. * Corpus fund from various organisation or personal

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

6.5 - Internal Quality Assurance System

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

The IQAC of the college has always put in its effort for the maintenance of quality and institutionalizing it. Some examples of best practices initiated at the behest of the IQAC are given below: For assurance of quality in classroom teaching and helping out the slow learners and promoting the fast learners; the IQAC had initiated the mentor-mentee system in each department of the college as per the NAAC Guidelines. Regular registers of the

students are maintained in each department under whose mentorship they are availing guidance and necessary coaching to the students are given for the same. The mentors also assuage the students in any kind of stress or pressure undergone by the mentee in relation to academics, for instance exam related stress. At the behest of the IQAC, psychological counselling is also provided to the students who undergo stress, or other socio-psychological problems. There is a Counselling and Placement cell in the college who addresses the issues of the students. It tries to mitigate the worries and stress of the students by providing them with psychological counselling. Experienced counsellor (having psychology as their background) are chosen for the purpose. As a customary practice, IQAC has initiated and facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation. At the behest of IQAC, arrangement for online feedback system is institutionalised from students, parents and alumni on the institution and curriculum. This is done to identify and understand the response of the stakeholders on the college teaching-learning, administration, infrastructure and the like. Various workshops are organised on academic, professional and psycho-sociological themes for benefit of the students as well as teachers like hands-on workshop, entrepreneurial workshops, yoga camps, etc. IQAC also maintains documentation of the various programmes and activities leading to quality improvement in the institution like NCC and NSS activities, seminars, research activities etc. Online Grievance Redressal system has been designed and maintained at the behest of IQAC Anti Ragging online portal is monitored by the IQAC

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

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

The IQAC strives constantly with the following functions in accordance with the guidelines of NAAC: Development and application of quality benchmarks/parameters for various academic and administrative activities Facilitating the creation of a Lerner-centric environment conducive to quality education and faculty maturation Arrangement for feedback response from

students, teachers and alumni on the institution and curriculum Development of the mentoring system which promotes interactions between the student and the faculty members and helps in gauging the learning levels of the students and taking appropriate steps in this regard. Organization of inter and intra institutional workshops, talks, seminars and conferences on quality related themes Documentation of the various programmes and activities leading to quality improvement Development of quality culture in the institution through discussions with the teaching staff in staff meetings and meetings conducted with the heads of the departments. Preparation of Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC, to be submitted to NAAC

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

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

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 institution has always showed commitment to enhance the awareness about gender equity. Therefore college has undertaken the following initiatives to provide the facilities in terms of safety and security, counseling and common room.

1. Safety and security:

1. The college has constituted the discipline committee so as to maintain and provide safety and security to all stakeholders.
2. No one is allowed in the campus without ID-card.
3. Separate parking facility for males and females.
4. The whole campus comes is under the surveillance of CCTV cameras.
5. GRIEVANCE CELL is constituted to resolve the grievances of student.
6. As per the regulation of university, college has anti-ragging committee.
7. Complain box is provided in front of the administrative building
8. NCC department has organized road safety rallies on every last week of November month every year

2. Counseling: Following are some initiatives in providing counseling facility through gender sensitization.

1. At the beginning of every academic year, the principal addresses the new comer students regarding the safety and security as well as counseling and guidance cell.
2. 'Rangoli' competition conducted during college week highlighting gender equity every year.
3. The Women Forum of the college organizes counselling programme on mental health and hygiene.
4. The women's cell from time to time organises seminar and talks to address the laws regarding violence against women, women empowerment.
5. World women's day is celebrated by conducting various activities to sensitise the students every year.
6. Women Cell has also organised self defense training to girl students.
7. Various guest lectures have been organized on issues of gender sensitivity by the various eminent personalities during the last five years.
8. The students of the college are guided and counselled regarding gender equity through one act play, street shows & rallies. More over different departments has some portion of their curriculum addressing gender sensitivity.

3. Common room: The following common facilities are provided to the girl students and female staff at the college campus.

1. In addition to the existing girls' hostel a new girl's hostel was constructed of 50 girls capacity with all facilities including reading room, dining hall, refreshment, water purifier, toilets, dustbins.
2. Separate common room with lavatory & washroom facility is provided to the girl students.
3. Separate queue for girls and boys at the administrative building.
4. Child care facility is provided in the campus for those faculties & student who are mother, to look after their children

during classes, exam Lactating room is also made available in the college campus.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

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

A. Solid waste management: Solid waste generated from the campus is subjected to two stage treatment: 1. Segregation of waste: Installation of coloured waste bins in pairs - a. GREEN BINS: For biodegradable waste, e.g. fallen leaves of plants, papers, etc. ; b. BLUE BINS: For non-biodegradable waste, e.g., Plastic, glass, metals etc. 2. Disposal of waste: a. Bio-degradable waste is disposed in the college campus in a systematic way (Procedure : uploaded as any other additional information). b. Non-biodegradable waste collected in the college is periodically collected by the municipality. **B. E-waste management:** The E-waste generated (Computers, servers, printers) is used in Computer Hardware Training Centre.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	No File Uploaded

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

D. Any 1 of the above

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

7.1.5 - Green campus initiatives include

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

- 1.Restricted entry of automobiles**
- 2.Use of bicycles/ Battery-powered vehicles**
- 3.Pedestrian-friendly pathways**
- 4.Ban on use of plastic**
- 5.Landscaping**

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

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

C. Any 2 of the above

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

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

**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**

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

The Institution has made efforts in providing an inclusive environment by various socio-cultural activities.

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

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

Nil

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

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

A. All of the above

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

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

The life and contributions of eminent personalities for nation building and development of the nation are keenly remembered and programmes are organised at the college level for the celebration of national festivals like Independence Day and Republic Day. The students of the college along with the faculty members come together in organising the events and making it a huge success. Historical reminiscence on the contribution of the freedom fighters for liberation of the country from the hands of the foreigners and lectures on peace, harmony and contributions of the makers of the Indian nation are delivered by the distinguished guests invited for the occasion. The students also participate in parade, singing of patriotic songs, dance, drama befitting the theme of the event. Birth and death anniversaries of great Indian personalities like celebration of Gandhi Jayanti, birth anniversary of literary genius of Assam, Sri Lakshminath Bezbaruah, birth anniversary of cultural stalwarts like Bishnu Prasad Rabha, Bhupen Hazarika along with Janmotsav of Sri Sri Sankaradeva, the great socio-religious reformer of Assam are observed. Besides, the college also remembers the contribution of Dr APJ Abdul Kalam, the Missile Man and the 11th President of India on his death anniversary. Sraddhanjali by the students and faculty members of the college are given and his life and contributions to the nation are remembered on the occasion.

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

7.2 - Best Practices

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

Best Practices 1 Context: Student Grievance Redressal Mechanism

1. Title of the Practice (This title should capture the keywords that describe the practice.) : STUDENT, GRIEVANCE, STREAMLINE, TIMEBOUND

2. Objectives of the Practice (What are the objectives / intended outcomes of this "best practice" and what are the underlying principles or concepts of this practice (in about 100 words)?): : The aim of the initiative is to redress the grievances of the students in a time bound, efficient, speedy and in a substantive way.

3. The Context (What were the contextual features or challenging issues that needed to be addressed in designing and implementing this practice (in about 150 words)?): : It has been observed that the students have from time to time placed their grievances in various matters to various platforms of the institute and so has also done to the chief administrator of the College, namely the Principal of the College. It has been the prime duty of the Principal of the College to conclusively deal with any sort of grievances faced by the students. So an effective mechanism to deal with these issues has been brought into effect.

4. The Practice (Describe the practice and its uniqueness in the context of India higher education. What were the constraints / limitations, if any, faced (in about 400 words)?): : Any student with any sort of grievances / necessary permission seeking prayer is asked to write an application stating their issue in details with necessary supporting documents. They have to submit the same in a counter designated specially for the purpose. At the behest of the IQAC an online portal for student Grievance Redressal System in the College website has been started through the link <http://darrangcollege.in/grievance.php> Any student can apply on it online looking towards redressal of his/her grievance.

5. Evidence of Success (Provide evidence of success such as

performance against targets and benchmarks, review results. What do these results indicate? Describe in about 200 words.): The process has streamlined the grievance of the students in a time bound and effective way. The students don't have to wait too long for their grievance to be addressed. The online grievance redressal mechanism has been recently initiated by the IQAC of the institution which is further supplemented by the Online Feedback system (for both students and teachers). A feedback system report is generated which is further uploaded in the College Website.

6. Problems Encountered and Resources Required (Please identify the problems encountered and resources required to implement the practice (in about 150 words). : The online grievance system since has only been initiated recently the takers into the same system is yet to run more smoothly. Regarding the earlier system of grievance redressal the grievances which are related to the issues of the affiliating university to be settled requires time by the university office which creates uneasy tension for the appellants.

7. Notes (Optional) please add any other information that may be relevant for adopting/ implementing the Best Practice in other institutions (in about 150 words). : (a) An aggrieved student who has the grievance shall first make an application addressing to the principal and deposit it to the counter No 1. From the counter the applications are sent to the Principal of the College. The Principal after verifying the facts and the papers concerned sends the application to Head of the Department, the vice principal, the Academic Vice-Principal, or before the Institute level committees like accounts, examination branch, library, grievance redressal etc., overlooking different matters which shall resolve and pass appropriate order in the best possible manner within a reasonable time, preferably within 10 days of receipt of application. (b) While dealing with the complaint, the Committee and various decisions making Persons at all levels shall observe law of natural justice and hear the complainant and concerned people. (c) While passing an order on any Grievance at any level, the relevant provisions of the Act/Regulations would be kept in mind and no such order would be passed in contradiction of the same.

Best Practices 2 Context: Mentor Mentee System

1. Title of the Practice (This title should capture the keywords that describe the practice.) : Mentor, mentee, teaching learning, stress, knowledge base, two-way communication, future opportunities

2. Objectives of the Practice (What are the objectives / intended outcomes of this "best practice" and what are the underlying principles or concepts of this practice (in about 100 words): :

To work for effective synchronization of teaching learning the between teachers and students on the campus through mentoring system. To create a superior environment in college, where students can approach teachers for both educational and stress related personal guidance. To develop a effective twoway communication on enhancing knowledge base for both teachers and students. 3. The Context Mentoring has been formed in the year 2016-17. Students come from higher secondary school to College, where Class teacher is not there, only scheduled time table for teaching is followed. Somehow, student teacher communication was lacking. Student mentoring system was thought of as a good solution. It is to have attention of caring adult in College campus. It is to help students to guide for future opportunities. This support system is to help them set future goals and newer options in a more realistic way. It is to aware student about his/her potential. It is for the progress of students in today's world of competition. Traditional joint family support is missing in most of the families so to assist adolescents in shaping their future, the system is supposed to work. Therefore the college has decided to entertain the hopes and aspirations of students irrespective of caste, sex, religion and financial background. Many of our students from rural areas lack proper academic background and financial back-up. Mentoring of students thus, is an essential feature to render equitable service to all our students having varied background. 4. The Practice The IQAC has taken the initiative to introduce the mentoring system for students. The importance of integrating the mentoring system for enhancing students' performance is a common agenda to be followed by the teaching faculty. With a wide variation in the student population in regard to educational and economic background, the system promises to provide a better understanding of individual students and bring out their highest potential. It also appears to be the most effective method for mitigating cases of those students who are vulnerable to drop-out from studies. The mentoring system was promptly and effectively put into practice from the academic year 2016-17. Each member of the faculty of Arts, Science and Commerce streams is assigned the mentorship. Each teacher is allotted 45-50 students of their respective faculty and he/she will be mentor for all the three years of mentee's graduation. A format for mentee showing the detailed information of the mentee is designed and allotted to each mentor. Mentor helps his/her mentee in understanding of available resources at the campus. Mentor also guides them in choosing the course subjects for their graduation. Mentor also pinpoints the strengths and weakness of the students and guides them accordingly. Mentees are allowed to meet their mentors regularly

as per their requirements. For the overall development of the students constructive suggestions are given frequently.5.

Evidence of Success For mentees : 1. Student-Teacher strong bond is developed. 2. It has helped to improve communication skills, social skills. 3. Students felt connected and shared their difficulties. For College : 1. Mentoring system has been highly appreciated by the mentee's parents. 2. The discipline has been improved in the college campus. 3. Involvement of knowledge source in the actual education process. 4. It has developed of good support service. 5. It is step ahead towards student-teacher communication. 6. It served young students in a more responsible way in College campus 7. College has indirectly set a role model as a mentor in front of students. 8. Mentor is introduced to the important issues of students. 9. Mentor as a caring adult has to improve communication skills. 10. Mentors developed insight for student's problems and stress. 11. Mentor experience the problems of mentees and get closer to students from different socio economic status. 12. Mentors felt, it is an opportunity to cooperate adolescents to nurture career. 6. Problems Encountered and Resources required 1. Mentees and mentor may find problem of common free time for face to face dialogue. At the starting of academic year, this problem has been sorted out by mentors. Subject wise time-table of mentees was of help to decide meeting time of mentees. It was then matched with mentor time-table. 2. Since mobile phone is a boon of new technology, young generation enjoy it. Mentors use it for mentoring Sharing of cell number and thereby formation of what's app group is followed. But all students are not having mobile phones. Students possessing cell phone were having range problem. Many a times the message is not received by students as the number belongs to elder family members. Sometimes, if it is a personal cell, students do change the company SIM card as per attractive offers and are not reachable.

3. As the mentor is a teacher, mentees took more time to open up .Teacher do have knowledge of student psychology during their training programs, it is found to be useful. 4. Concept and ways of mentoring, responsibilities of mentor, enhancing service and reviewing progress etc. were discussed in detail during mentor orientation meeting.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

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

In the pretext of public opinion Darrang College is the only institute of repute in the North Bank of Brahmaputra. The college has a reputation of attracting the best talents and cultural diversity of students from almost all corners of the state and the NE region. Variety of courses are offered giving ample choices in science, arts and commerce streams in regular, distance, vocational and skill based courses. The College boost of having PG departments in four subjects like Assamese, Botany, Geography (both MSc and MA) and Zoology. Up to the mark human and physical infrastructure, fully equipped and well automated central library, excellent sporting facilities are in addition to the ever growing allure of the institution. The College boost of excellent results in both UG and PG level with consistent attainment of First Class First Holders in university examination both in UG and PG level. The number of first class holders is also quite satisfactory 1426 first class holders out of 2788 appearing in numbers since last 5 years, ie., 51.11% .

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

7.3.2 - Plan of action for the next academic year

Established in 1945 Darrang College is splendidly marching towards achieving its goal of creating excellence in teaching - learning and is one of the most reputed institutions of higher education in Assam affiliated to Gauhati University offering 31 Under Graduate Courses and 5 Post Graduate courses producing best graduates in UG and PG program. Since the first assessment of 2004 the college has been untiringly striving to excel in all fronts keeping the Peer Team's observations in mind and has strived for creating best infrastructure, good library resources,

sports and cultural facilities to impart holistic education to the learners in context of its Mission and Vision and core values. Addition of new subjects and 'Darrang College Vocational Centre' is a reflection of ensured improvements in all fields by the College. The governance of the institution is also reflective of an effective leadership in tune with the vision and mission of the institution. The College has a systematized mechanism for analysing and ensuring the objectives of the curriculum both in letter and spirit. Research and extension work has got a big lift in recent times with a number of projects from sponsoring agencies like CSIR, DST, DRDO, ICSSR, UGC, DBT being carried out. Counselling of the students is undertaken by the Counselling Cell through gender sensitization, mental health and hygiene seminar and talks. The Student Mentoring System has been put into work for effective synchronization of teaching learning between teachers and students on the campus. The Institution provides scholarships and free ships to meritorious students, economically weaker backgrounds and/or with disabilities. Financial transparency is considered as sine qua non of an institution and thus it also maintains transparency in admission, examination and in administrative and financial matters. The Institution sponsors students for national and state level sports events, cultural events and conferences. There are established systems and procedures for up gradation, maintenance and utilizing physical, academic and support facilities. The institution always has a quest for constant innovation: ecological and historical conservation, participation, empowering students and teachers to attain excellence. Thus the institution has always showed commitment towards values and best practices.