Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**THE GARGAON COLLEGE**
Name of the head of the Institution	**Dr. Sabysachi Mahanta**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**03772296164**
Mobile no.	**9435057322**
Registered Email	**gargaoncollege@rediffmail.com**
Alternate Email	**iqacgc@rediffmail.com**
Address	**Simaluguri, P. O. Simaluguri**
City/Town	**SIVASAGAR**
State/UT	**Assam**
Pincode	**785686**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. Krishnajyoti Handique**
Phone no/Alternate Phone no.	**03772296164**
Mobile no.	**9435466338**
Registered Email	**kjhandique2006@gmail.com**
Alternate Email	**neirf@rediffmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://gargaoncollege.ac.in/pdf/iqac/aqar/AQAR-Report-2018-19.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://gargaoncollege.ac.in/pdf/academic/calendar/academic-calender-2019-20.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	**B**	**2.36**	**2010**	**05-Jul-2010**	**07-Jul-2017**
3	**B**	**2.37**	**2019**	**28-Mar-2019**	**27-Mar-2024**

6. Date of Establishment of IQAC	**05-Dec-2004**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Workshop for TET examiner	**25-Oct-2019**	**20**

	7	
One Day Local Seminar on Intellectual Property Right	13-Nov-2019 1	25
Online workshop on Initiation of E-Repository for the benefit of the Students	10-Mar-2020 1	56
Two Days workshop on Importance and Procedures of New Mentorship Programme at Gargaon College	26-Dec-2019 2	73
Laboratory Equipment Training to the new bearers of Science Department	04-May-2020 2	8
Science Innovative Model Development Competition among the Students	16-May-2020 1	59
Workshop on Student Project Writings	11-Oct-2019 3	52
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Gargaon College	National Seminar	ICSSR	2019 1	120000
Dr. Surajit Saikia	MRP	ICSSR	2019 730	1000000
Gargaon College	Freeship	Assam Government	2019 365	2762496
Gargaon College	Construction of Class Room at Gargaon College, Gargaon	Assam Government	2020 365	604000
Gargaon College	Construction of Harendranath Phukan Memorial Hall at Gargaon College	Assam Government	2019 365	125000
		[View File](#)		

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes

Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	**5**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

1. The IQAC of the college has adopted one scheduled caste dominated village namely Darika Kaibatra Village to provide support in some areas like education, health, women empowerment, livelihood etc., as a part of its social responsibilities. Before lockdown due to COVID19 pandemic, to generate awareness among the villagers about the harmful effect of COVID19, the IQAC of the college has organized awareness programmes. In addition to this hand sanitisers developed by the Department of Chemistry was also distributed to the households. 2. During the COVID19 Pandemic the IQAC and Teachers Unit of the College jointly distributed necessary items to the needy people in its local area. 3. Use of tobacco is always harmful to health. Recently it has been observed that the use of different forms of tobacco among the youth has been increased significantly. By keeping in view the harmful effect of tobacco, the IQAC in collaboration with NSS organised a different awareness programme about the harmfulness of the use of tobacco in the college campus as well as in the nearby areas. For this initiative, the NSS Unit of the college has won a state government award. 4. The use of plastic is always harmful to the ecology as a whole. As sustainable measures to provide support towards SDGs, the IQAC of the college and NSS have also organised different NO PLASTIC USE drive in its locality. 5. As a means of livelihood, the IQAC of the college has been undertaking the selffinance project GO GREEN GO ORGANIC since 2014. Through this project, the college provides training to the students in some areas like vermicompost, organic gardening, etc.

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

Plan of Action	Achivements/Outcomes
To provide free coaching on different competitive examinations.	Teachers Eligibility Test (TET) coaching was given to the TET aspirants. 16 trainee have appeared in the examination and 8 of the trainee have successfully cleared the same.
To organize social awareness programme	Awareness programme on Tobacco Control,

on some important social issues	Awareness Programme on Single Use of Plastic, Free Eye Check-up Camp, Awareness of the Pandemic COVID-19 and Distribution of Sanitizers
To organize environmental awareness programme	World Environment Day, Every Saturday most of the student participated in the vision of the college of green campus and biodiversity of the college.
Planning to organize Inter-College Youth Festival, 2020	Dibrugarh University Inter-College Youth Festival from 11th February to 14th February, 2020 organised by the college. 68 numbers of colleges and about 1800 students participated in the programme.
Apply for Research Funding is one of the target of IQAC	The Major Research Project is awarded to Dr. Surajit Saikia, Assistant Professor, Department of Economics by ICSSR. The Minor Project is awarded to Dr. Raktim Pator, Assistant Professor, Department of History by ICHR.
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14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
Governing Body	**02-Oct-2020**

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**No**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2020**
Date of Submission	**28-Feb-2020**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**1. The college uses the Tally software and Public Financial Management System (PFMS) for recording the various financial transactions and events with transparency. 2. The college uses a transparent admission portal for the promotion of a paperless admission process. 3. The college uses DSpace (an opensource repository software package)**

and Koha [an open source Integrated Library System (ILS)] for providing open access repositories for the students, faculty, and other stakeholders of the college. 4. Communication of important information to the stakeholders through college website and conventional notices.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

(i) Planning: The curriculum planning is initiated by following the Academic Calendar issued by Dibrugarh University for the affiliated colleges. The Academic Development Committee incorporating the Principal, Heads of Departments and all Faculty members of the college holds a meeting at the beginning of every session and discusses the various aspects of curriculum planning and implementation. It is also entrusted with the task of forming the Routine Development Committee. (ii) Implementation: The Routine Development Committee formed by the Academic Development Committee prepares a general routine. The routine includes classes for the three streams including remedial classes, sports etc. The departments, too, hold meetings to discuss the preparation of departmental routine, allotment of classes to teachers, course distribution etc. Accordingly, the departmental routines are prepared, the course is distributed and classes are allotted to teachers. An Induction programme, both general and department wise is held for the newly admitted students to acquaint them with the course curriculum, examination pattern etc. In respect of course delivery, teachers make use of ICT, conduct group discussions and seminars, hold internal semester examinations, class tests etc. Moreover, certain bridge courses in subjects like Assamese, English, Economics etc. are conducted to enhance and develop the skills of students in creative writing, communication skill, mathematical economics among others. Further, the college takes the initiative of taking feedback from students regarding the curriculum and accordingly, a joint meeting of authority and IQAC is held to address the grievances and offer solutions. In addition to these, the IQAC of the college distributes teachers diaries to all the teachers to maintain teachers teaching plans, class records, Group discussions/seminars etc. and collects the same at the end of the academic year.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Computer Hardware and Networking	Nil	08/10/2019	90	Employability	Skill Development
Green Tea Processing and Marketing	Nil	08/10/2019	90	Employability	Skill Development
Machine Learning	Nil	09/10/2019	30	Nil	Skill Development

| Nil | PGDCA | 08/10/2019 | 365 | Nil | Skill Development |

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Political Science	01/06/2019
BA	Economics	01/06/2019
BA	English	01/06/2019
BA	Assamese	01/06/2019
BA	History	01/06/2019
BA	Sociology	01/06/2019
BA	Education	01/06/2019
BA	Geography	01/06/2019
BSc	Physics	01/06/2019
BSc	Chemistry	01/06/2019
BSc	Botany	01/06/2019
BSc	Zoology	01/06/2019
BSc	Geology	01/06/2019
BSc	Mathematics	01/06/2019
BSc	Statistics	01/06/2019
BA	Rural Development	01/06/2019
BCom	Accountancy & Management	01/06/2019

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	362	31

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
National Service Scheme and Youth Development	01/06/2019	97
Yoga and Mental Health	01/06/2019	74
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	PROJECT WORK (ALL COURSES)	300
BA	PROJECT WORK (ALL COURSES)	280
BCom	PROJECT WORK (ALL COURSES)	30
PGDCA	PROJECT WORK (ALL COURSES)	30
BCom	INTERNSHIP	30
BA	INTERNSHIP	25
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

Yes, formal feedback is collected from stakeholders formally. Feedback was collected in 2019-20 through a questionnaire that covers various aspects of the college facilities. The data is analyzed and presented in the Feedback Committee Meeting, organized under the IQAC for discussion and debate. The IQAC along with the Students Grievance Redressal Cell uses the feedback data as a critical input in designing plans for improvement of the institution. Based on the nature of the feedback, the respective committees under IQAC are assigned the task of solving the issues. The feedback is also shared with the administration to improve the college infrastructure and related facilities. After completion of the feedback, the college also organises one satisfactory survey with the help of the Department of Statistics and Economics among the students and develop a report too. The report of the survey is placed before the Governing Body meeting of the college for the betterment of different issues. The college basically collects feedback from different areas like academic aspects, cultural aspects, sports, ICT, physical infrastructure etc. and discusses all issues with the respective committees and work accordingly.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Assamese	60	154	43
BA	Education	75	210	68

BA	English	60	121	53
BA	Economics	40	45	11
BA	History	50	52	38
BA	Political Science	50	139	52
BA	Geography	50	87	46
BA	Sociology	70	198	64
BSc	Physics	50	65	13
BSc	Chemistry	40	79	27
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	2035	Nill	67	Nill	67

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
67	67	7	19	4	11
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

As part of their duties and responsibilities, the teachers of the college always act as mentors in and outside the classrooms. In addition to the regular academic interactions with the students, the teachers guide and advise the young learners on various issues ranging from academic, social to even personal. However, keeping in view the slow learners in almost all the departments of the college, tutorial/ remedial classes have been introduced wherein the teachers act as academic mentors. In such sessions, a teacher-cum-student counsellor meets every needy student of the college and offers counseling to those seeking personal help. Sometimes special lecture sessions, workshops etc are also organized for the upliftment of the student community. Furthermore, as and when required help is also sought and received from the mentors vis-a-vis parents. The college has implemented a Mentorship programme since 2015 to motivate the students in different areas. Each of the academic departments develops certain criteria through which students are distributed among the teachers. The mentors-mentee ratio of the college is about 1:10. The college authority distributes a special register for the mentorship programme to keep the records of the students. The Mentorship Committee of the college conduct an orientation meeting for the freshers by the first month of the Semester for appraising them of the process prepares an Orientation Report. As per the recommendations of the NAAC Peer Team, the college has also started a Mental Health Counselling Cell to provide mental support to distressed students with the help of different psychologists and doctors. The mentorship programme of the college focuses on certain criteria for grading the mentee like punctuality, responsibility, interpersonal skills, Team Spirit, Commitment etc.

Number of students enrolled in the	Number of fulltime teachers	Mentor : Mentee Ratio

institution		
2035	67	1:30

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
71	67	8	8	34

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2020	Dr. Rimjim Borah	Assistant Professor	NSS state award
2020	Dr. Ratna Das	Assistant Professor	PhD in Education awarded by Dibrugarh University, Assam
2020	Dr. Mintu Gogoi	Assistant Professor	Distinguished Academician and Researcher in Higher Education Award in the International Award Convention on 23rd February, 2020
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester- end/ year- end examination
BA	601-604	VI	20/06/2019	16/07/2019
BSc	601-604	VI	20/06/2019	16/07/2019
BCom	601-604	VI	20/06/2019	16/07/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Gargaon College is a constituent college of Dibrugarh University and is guided by the regulations formulated at university level regarding syllabi, examination and evaluation. Thus, internal assessment is carried out as per university rules. Dibrugarh University has a continuous internal assessment system in which each paper of 100 marks has a component of 20 marks of internal assessment and rest 80 marks are allotted for the final examination of that paper. In principle, the internal assessment involves continuous evaluation carried out throughout the year by means of regular tests, objective tests,

projects, student paper presentations, seminars, quizzes etc. Some of the departments even hold weekly tutorials, unit tests while others rely on the usual tests periodically arranged to estimate the progress of the students. As part of the curricula students are required to write papers on certain given topics to develop interest in the subject as well as skills such as writing and critical thinking which would eventually contribute to the formation of their individualities. In addition to this, after the results of the various examinations like unit tests, in semester etc. are announced the students are shown their scripts and advised accordingly to develop areas that need attention and improvement. Sometimes the method of peer evaluation is also adopted in order to empower and appreciate the efforts of the peers and the intricacies of script evaluation too. Recently, more of the digital platforms like Google Classroom, Zoom, Cisco WebEx, Google Meet etc., are used not only to hold classes but also to conduct tests and declare results. Group Discussions, seminars through PowerPoint, Field Reports, Poster Presentation etc., are also a regular and compulsory part of the internal evaluation. All the academic departments of the college maintain the records of the internal marks properly through a standard register. In addition to this, the internal semester monitoring committee maintains the E-Records of the marks too for future reference.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Detailed academic calendars are prepared for both odd and even semesters by the institute. The calendar allows each department to plan the academic and co-curricular activities in a systematic and cohesive manner. It records days allocated for assignments, seminars, department fests, mentorship programmes etc. The college internal academic audit ensures that the activities in the calenders are clearly stated preferably before the beginning of the semester.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

http://gargaoncollege.ac.in/pdf/iqac/programme_outcome/Programme%20Outcome%20(CBCS).pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
601-604	BA	ASSAMESE	52	32	61.53
601-604	BA	EDUCATION	41	20	48.78
601-604	BA	ENGLISH	41	33	80.48
601-604	BA	ECONOMICS	27	16	59.25
601-604	BA	HISTORY	19	8	42.10
601-604	BA	POLITICAL SCIECNCE	38	23	60.52
601-604	BA	GEOGRAPHY	55	41	74.54
601-604	BA	SOCIOLOGY	66	48	72.72
601-604	BA	GENERAL	46	4	8.69

601-604	BSc	GEOLOGY	46	38	82.60
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

http://gargaoncollege.ac.in/pdf/iqac/feedbackreport/GARGAON%20COLLEGE%20STUDENT%20SATISFACTORY%20SURVEY%20RESULT%202019-20.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	365	ICHR	300000	150000
Major Projects	730	ICSSR	1000000	400000
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Seminar on IPR	IQAC	13/11/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Vermicompost	Vermi compost Making and Marketing Training Centre	IQAC	Nil	Nil	07/08/2019
Organic Farming	Organic Farming Training Centre	IQAC	NiL	Nil	07/08/2019
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International

2	1	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
0	Nill

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Chemistry	4	12.35
International	Geology	1	Nill
International	Geography	1	Nill
International	Economics	3	Nill
National	History	2	Nill
		[View File](#)	

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Political Science	2
English	2
Economics	14
Education	11
Commerce	1
History	5
Assamese	2
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Copper(I) Catalyzed Differential Peroxidation of Terminal and Internal Alkenes Using TBHP	Dr. Pakiza Begum	European Journal of Organic Chemistry	2020	5.2	Department of Chemical sciences, Tezpur university	1
Controlling and Stabilization of Ru Na	Dr. Pakiza Begum	ACS Catalysis	2020	12.35	Department of Chemical	15

noparticles by Tuning the Nitrogen Content of the Support for Enhanced H2 Production through Aqueous-Phase Reforming of Glycero						sciences, Tezpur university	
Surface chlorophyll anomalies associated with Indian Ocean Dipole and El Niño Southern Oscillation in North Indian Ocean: a case study of 2006-2007 event	Dr. Chirantan Bhagawati	Environmental Monitoring and Assessment	2019	3.6	IIT Kharagpur	4
A Panel Data Analysis Model to Assess the Impact of Institutional Factors on Crop Diversification of Assam,India	Dr. Surajit Saikia	International Journal of Innovative Technology and Exploring Engineering	2020	0.6	Gargaon College	Nill
Use of Modified Entropy Index and Logit Transformation Model to Access Non-Crop	Dr. Surajit Saikia	International Journal of Recent Technology and Engineering	2020	0	Gargaon College	Nill

Title	Author	Title of journal	Year	Value	Affiliation	Citations
Enterprise Diversification in the Flood Affected Areas of Assam,India						
An infrared thermography?based study on the variation in diurnal and seasonal land surface temperature at Dibrugarh city, India	Dr. Rituraj Neog	Modeling Earth System and Environment , 2020, Springer	2020	3.1	Centre for Studies in Geography1	1
Controlling and Stabilization of Ru Nanoparticles by Tuning the Nitrogen Content of the Support for Enhanced H2 Production through Aqueous-Phase Reforming of Glycero	Dr. Pakiza Begum	Controlling and Stabilization of Ru Nanoparticles by Tuning the Nitrogen Content of the Support for Enhanced H2 Production through Aqueous-Phase Reforming of Glycero	2020	19.8	Department of Chemical sciences, Tezpur university	15

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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Copper(I) Catalyzed Differential Peroxid	Dr. Pakiza B	European Journal of Organic Chemistry	2020	9	1	Department of Chemical sciences,

ation of Terminal and Internal Alkenes Using TBHP						Tezpur university
Controlling and Stabilization of Ru Nanoparticles by Tuning the Nitrogen Content of the Support for Enhanced H2 Production through Aqueous-Phase Reforming of Glycero	Dr. Pakiza B	European Journal of Organic Chemistry	2020	9	15	Department of Chemical sciences, Tezpur university
An infrared thermography?based study on the variation in diurnal and seasonal land surface temperature at Dibrugarh city, India	Dr. Rituraj Neog	Modeling Earth System and Environment , 2020, Springer	2020	3	1	Centre for Studies in Geography
Controlling and Stabilization of Ru Nanoparticles by Tuning the Nitrogen Content of the Support for Enhanced H2	Dr. Pakiza Begum	Controlling and Stabilization of Ru Nanoparticles by Tuning the Nitrogen Content of the Support for Enhanced H2	2020	9	15	Centre for Studies in Geography

Production through Aqueous-Phase Reforming of Glycero		Production through Aqueous-Phase Reforming of Glycero				
Surface chlorophyll anomalies associated with Indian Ocean Dipole and El Niño Southern Oscillation in North Indian Ocean: a case study of 2006-2007 event	Dr. Chirantan Bhagawati	Environmental Monitoring and Assessment	2019	Nill	4	IIT Kharagpur
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	6	17	Nill	Nill
Resource persons	Nill	2	Nill	15
Attended/Seminars/Workshops	Nill	50	Nill	231
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Flood Relief Camp	NSS	4	22
Tobacco control awareness	NSS	4	30
Single use of plastic	NSS	8	90
Cleanliness programme	NSS	7	50
Cleanliness programme	NSS	2	26

Eye check up camp	NSS	2	15
Awareness on Covid 19	Assam Science Society	20	150
Yoga	NSS	8	45
Best use of wastage	NSS	2	20

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Tobacco control program	2 Silver 1 Gold	Samband Health Foundation and Assam Cancer Care Foundation	250

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Swachh Bharat	NSS	Swacchta Pakhwara	4	67
Swachh Bharat	NSS	Cleanliness drive	2	50

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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Faculty exchange	2	Dept. of Economics	30

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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Green Tea Processing	Green Tea Processing and Marketing Programme	Abhilex Tea	25/10/2019	15/11/2019	20
Computer	Computer	Techno	06/11/2019	07/12/2019	25

Hardware and Networking	Hardware and Networking Training	Zone, Sivasagar			
Offset press training	Offset Press Training for Undergraduate Students	Rohman Press, Simuluguri	15/08/2019	21/08/2019	19
Artificial Fish Farming	Biofloc	Seuj Bon Nursery	29/10/2019	05/11/2019	23
			View File		

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Nazira College	02/05/2019	Teachers Exchange and Student Exchange	24
Abhilex Tea	03/10/2019	Industry training	29
Seuj Bon Nursery	08/10/2019	Agro-Training	27
Rohman Press	04/06/2019	Offset Training	26
Techno Zone	24/10/2019	Computer Skill both Software and Hardware	31
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
14343715.71	14343715.71

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Newly Added
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Others	Newly Added

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
KOHA	Partially	KOHA-20.05.04.000	2020
SOUL	Partially	SOUL VERSION 1	2010

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	20801	4760103	70	24120	20871	4784223
Reference Books	11364	12700851	4	400	11368	12701251
Digital Database	1	Nill	1	Nill	2	Nill
CD & Video	132	Nill	5	Nill	137	Nill
Library Automation	1	Nill	1	53100	2	53100
e-Journals	6000	5900	Nill	Nill	6000	5900
e-Books	164300	5900	Nill	Nill	164300	5900

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	98	4	21	21	2	7	17	40	0
Added	6	1	1	1	0	2	0	0	0
Total	104	5	22	22	2	9	17	40	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

40 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Digital library for accessing e-resources	http://gargaoncollege.digitallibrary.co.in
One BLOG for disseminating e-resources to the students	https://librarygargaoncollege.blogspot.com/
Gargaon College E-Shiksha AN E-LEARNING PLATFORM FOR	http://gargaoncollege.ac.in/eshiksha/
Gargaon College YouTube Channel	https://www.youtube.com/channel/UC_UwjlLYxx-N28ZDbNbw5yQ

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
6453167.12	6453167.12	7890548.59	7890548.59

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Procedures and policies for maintaining and utilizing physical, academic and support facilities —laboratory, library, sports complex, computers, classrooms etc. The college has drawn up a list of procedures and policies for maintaining and utilizing physical, academic and support facilities. Laboratories: Each laboratory has dedicated lab assistants and attendants for regular maintenance of laboratory equipments and stock keeping of chemicals and materials on regular basis, proper documentation of equipment purchased, repairs are undertaken, replacements etc. The staff are trained in the proper use and handling of equipment and are responsible to keep the laboratories clean and in order. Library: The library development is done by the Library Advisory Committee. The library has an experienced and knowledgeable library staff with the required qualifications. Books, journals and magazines etc. are purchased in consultation with teachers and staff members, under the supervision of the library advisory committee. The library staff are trained in systematically arranging or shelving books, periodicals etc., displaying new books on the display racks, dusting and cleaning of the shelves and books at regular intervals, proper cataloguing through the library database. There is a facility of mending and rebinding of old and worn-out books, imposing fine for late return of books, maintenance of a register of visitors to the library, managing or overseeing of the collection by the librarian, subscription of new journals, newspapers after consultation with the faculty and Principal. If books issued to a member are found mutilated at the time of return, he/ she needs to replace the same or pay the price thereof. All students of the college are members of the college library by virtue of the library fees they pay at the time of admission. Every student using the library is provided bar-code generated Library Identity Card. Library provides two books on loan to each member student of HS and Degree (Core) students and three books to each Degree (Major) student. Book Bank facility is provided to the poor meritorious students. In

this service the library provides 04 (four) books for a period of one month to the selected poor meritorious students. Sports Complex: The college has a well-resourced gymnasium for the students and the staff. It has all the modern amenities including equipment like dumbbells, barbells, treadmill etc. for an effective workout. The indoor stadium is periodically inspected for carrying out cleaning, repairs and maintenance. Care is taken to provide a proper lighting facility. The students and faculty visit the stadium on a daily basis for practice. The college has a lush green playground of 5000 square feet area. Various sports and outdoor games like football, volleyball, cricket etc., are conducted from time to time here. The open field is regularly mowed in order to hold various sporting events of the college as well as external events. The college has a Badminton Coaching Centre whose activities are supervised by a managing committee. The coaching is imparted by qualified and experienced coaches. Besides, there is a volleyball court in the college which is also maintained.

http://gargaoncollege.ac.in/pdf/facility_procedures/Procedures-and-policies.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Students Aid Fund	12	56000
Financial Support from Other Sources			
a) National	(i) Ishan Uday, OBC/SC/ST	582	17935600
b)International	Nill	Nill	Nill
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Computer Application	06/01/2020	52	College Administration Computer Centre
Mentorship Programme	20/07/2019	2000	IQAC
Remedial Classes for Slow Learners	20/07/2019	450	IQAC
Yoga Centre	16/08/2019	59	IQAC
Mental Health Counselling	16/08/2019	213	IQAC and Department of Education
Language Lab	06/03/2019	150	Dept. of Assamese
Bridge Course on Mathematics	08/07/2019	20	Department of Economics
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the

institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	Training Program for TET Students	16	16	8	8
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
30	30	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	9	BA	Economics	Dibrugarh University	MA
2019	5	BA	Assamese	Dibrugarh University	MA
2019	2	BA	Education	Dibrugarh University	MA
2019	2	BA	Pol. Science	Dibrugarh University	MA
2019	23	BA	English	Dibrugarh University	MA
2019	11	BA	Geography	Dibrugarh University	MA
2019	2	BA	History	Dibrugarh University	MA
2019	7	BA	;Sociology	Dibrugarh University	MA
2019	3	BSc	Physics	Tezpur & Dibrugarh	MSc

| 2019 | 4 | BSc | Botany | Univerity | MSc |
| | | | | Dibrugarh & Assam University | |

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	7
SLET	1
Civil Services	1
Any Other	5

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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Dibrugarh University Youth Festival	State	1500
College Week	Institutional	2000

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Black Belt Certificate Organized by Ministry of Youth Affairs and Sports Games Govt. of India Indian Olympic Association.	National	1	Nill	00	Madhurjya Gogoi
2019	1st Wako Assam Kickboxing Championship 2020	National	1	Nill	00	Madhurjya Gogoi
2020	First International Online	International	Nill	1	00	Kashyap Buragohain

	Youth Kirtan/Tabla Competition 2020					
2020	Football under Khelo India	National	1	Nill	00	Chinmoy Neog
2020	Tabla in Youth Festival 2019-20 under Dibrugarh University	National	Nill	1	00	Kashyap Buragohain

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Name of the Academic Administrative Bodies/Committees of students Participated 1 Celebration of 'Swacchta Pakhwara' from 1st August to 15th August 2019 NSS- No. of students-200 2 Flood Relief Camp' on 5th August 2019, NSS, No. of students- 50 3 Celebration of 73rd Independence day on 15th August,2019, NSS ,No. of students- 50 4 Awareness programme on Tobacco Control on 29th August 2019, NSS, No. of students- 30 5 Celebration of 50th NSS Foundation Day on 24th September,2019, NSS, No. of students-100 6 Awareness Programme on "Single Use of Plastic on 1st October 2019, NSS, No. of students- 60 7 Celebration of Gandhi Jayanti on 2nd October 2019, NSS, No. of students- 100 8 Rashtriya Ekta Divas on 31st October 2019, NSS, No. of students- 52 9 Participation in East Zone Pre-Republic Day Parade Camp,2019, NSS, No. of students- 3 10 Participation in North-East NSS Festival In Kohima 2019, NSS, No. of students- 5 11 Observation of Fit India campaign on 18th January, 2020, NSS, No. of students- 30 12 Cleanliness drive on 28th January, 2020, NSS, No. of students- 50 13 Cleanliness drive on 6th February, 2020, NSS, No. of students- 61 14 Participation in National Integration Camp (NIC) from 16th February to 22nd February, 2020, NSS, No. of students- 4 15 Free Eye Check-up Camp' on 8th March, 2020 at Adopted Village, NSS, No. of students- 150 16 Observation of 'World No Tobacco Day' on 31st May,2020, NSS, No. of students- 250 17 Activities during COVID-19 pandemic, NSS, No. of students- 49 18 Cleanliness Drive from 20/09/2019 to 21/09/2019 in the College Campus Extension Activities Committee, No. of students- 140 19 College Week, December, 2019, SPORT COMMITTEE, No. of students- 250

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

5000

5.4.3 – Alumni contribution during the year (in Rupees) :

145000

5.4.4 – Meetings/activities organized by Alumni Association :

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Gargaon College authority follows a decentralized and participative management system with the active involvement of faculty members, non-teaching staff, students and other stakeholders. i) The college authority decentralizes its administrative and academic activities through IQAC and Head of the Departments (HOD) meetings. The Governing Body of the College is constituted with members from different stakeholders. Two members from the teaching faculty and two guardian members, one non-teaching staff representative is nominated/elected as members of Governing Body. ii) Various Sub-committees such as Academic Development Committee, Women's Cell, NSS, Gender Sensitization Committee, Minority Committee, ST/SC Cell, OBC/MOBC Cells, Student Grievances Cell, Anti-ragging Squad, Adopted Village Committee, Library Advisory Committee, Career Counseling and Placement Cell, Research Committee, Maintenance Committee, Students Discipline and Monitoring Committee, Girls' Common Room Committee, Sports Committee, Hostel Committee, Health and Hygiene Sanitation Club, Collaboration Committee, Publication Cell, and Gargaon College Science Forum. Most of the sub-committees include student members for better inclusiveness in student-centric decisions and better participation in college activities. iii) IQAC of the college also formed different student committees to discuss with the students for policy prescription in different areas. iv) So far as add on courses are concerned there are different coordinators of the respective courses. v) Students Mentoring Programme is implemented through a decentralised process.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	The Admission process for all courses is done in online mode. The college follows the regulation of Dibrugarh University as well as Department of Higher Education, Government of Assam while preparing the selection list of students.
Industry Interaction / Collaboration	? Industry Interaction /Collaboration The college has collaboration with small and medium enterprises in the local areas. Every year the college organizes Entrepreneur-Academia Meet to develop entreprenural skill among the students. ? Admission of Students The college has a Central Admission Committee constituted with Pricnipal, Vice Principal and the Heads of the academic departments. Besides, each department has individual selection committee at department level.

Human Resource Management	For continuous development of the human resources, the college organizes capacity building programmes, seminar, popular talk workshop etc. on different areas for the faculty member, non-teaching staff and studnents. Moreover, the college authority always encourages the faculty members to participate in different faculty development programmes, trainings and seminars in other educational institutions. The NSS Unit of the college also organizes various workshop/traininig programmes with the active involvement of the student volunteers with a view to enhance their leadership capacity. The college organizes professional development trainings to the laboratory bearers every year. The college has different information sources for the students like Magazines and Journals of different thrust areas of importance, every departments of the college have annual magazines and Wall magazines to showcase the talents of the students. Sports is considered as one of the important components of human resource development. Therefore, the college has taken different initiatives to popularize sports among students as a part of their academic curriculum. The college organize College week every year, provide finance to students to participate in different district, state, national and international level sports and cultural events. The college has also well designed and sophisticated three Badminton Court and a Gymnasium. The college has a 900 square meter size of a sports field for outdoor games.
Library, ICT and Physical Infrastructure / Instrumentation	The college has a good collection of textbooks, reference books, journals, magazines, periodicals, newspapers in its Central library. It has 20871 textbooks, 11368 reference books, 56 journals/magazine/periodicals, and 137 resources in CD/Video format. The college library has the subscription of N-List Resources from which the faculty members can access all e-books and e-journals. The college library also develops two digital databases for the benefits of the students and teachers. The college library is partially automated with KOHA SOUL software. The Library has also a computer centre with internet facility for the benefit of

	students as well as the faculty members.
Research and Development	The IQAC has a Research Committee which desseminate necessary information regarding research projects and funding agencies. Young Teachers are encouraged by the committee to take up projects, publish papers in UGC Care listed journals. Two young faculty members of the college have been awarded with a major and a minor research projects from ICSSR and ICHR respectively in the 2019-20 session. Moreover, some departments have taken up students' research projects in order to create research minds among the students. Research Journal: The college has a referred journal titled "Social Science Journal of Gargaon College" since 2013.
Examination and Evaluation	A continuous evaluation process is followed by the collge for academic improvement of the students. The college conducts two sessional examinations, one seminar and one group discussion for the students in each semester. Initiatives through Virtual Platform: In addition to this, the concerned teachers of paper/course of all departments conduct class tests regular basis. In the last semester the college has initiated online examination and evaluation through Google Classroom, Google forms, Google quizes, Google Meet, etc.
Teaching and Learning	The college has been applying both traditional as well as modern technology based methods in the process of teaching and learning. The college has three smart classrooms with uninterrupted power supply and internet connections. Besides, the college has 16 ICT enabled classrooms which are regularly used by the faculty members for effecetive classroom teaching and learning. The college has 17 well-equiped laboratory for practical classes. This year the college has also initiated the online method of teaching and learning. The college also developed an e-repository of the live classes of the faculty members which are made accessible by the students. The college facullty members are also encouraged by the the authority to participate the faculty development programmes, orientation programme, refresher course and short term courses

	to collect new padagogy for teaching and learning. Some of the teachers have their own youtube channels regarding their courses and these channels help a lot to the students to get the concepts very well.
Curriculum Development	The curriculum of the courses is developed by the affiliating University, i.e., Dibrugarh University. However, the IQAC of the college takes feedback from students, faculty members and parents about the course content of the curriculum which is compiled and shared with the affiliating University. In addition to this the departments of the college have their own curriculum regarding extra classes to the slow learners, library works, interview schedule development, e-resources sources extra curricular activities, etc.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Planning and Development	The college has circulated the notice inviting quotations/tender and proposal for purchase of goods and services in the college website. The college has upload different advertisement for requitment of different positions in the college website. The college uploads informations like admission of the students, code of conducts, academic calendar, etc. in its website.
Administration	To improve the administrative work, the college uses different ICT tools and e-Governance in the office. All the notice and circulars of the college, as well as the government, are circulated to the teaching and non-teaching staff through Gmail groups, WhatsApp groups, websites of the college, etc.
Finance and Accounts	The college has Public Fund Management System (PFMS) for all the financial transactions related to government funds. The college is using Tally ERP9 software for account management. The college has always encouraged cashless transactions for the salary of the
Student Admission and Support	The college provides admission related information on the college website as well as regional daily newspapers. The college conducts the admission process through online mode. The necessary course-related

	information including syllabus, faculty details, library facility, sports and other facilities are displayed on the college websites. The college extends necessary supports to the students in applying to a different state and national scholarships.
Examination	The college has provided all the notifications regarding In-Semester and End-Semester Examinations as well as practical examinations on the websites. Most of the departments of the college have organized online examinations through Google Classroom, Google Forms etc.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Seven Day FDP on Use of ICT Tools in the Classroom Teaching(in association with ICT Academy, IIT Guwahati)	00	23/09/2019	28/09/2019	30	Nill
2020	Special Lecture Series on Health, Economy Education and Career	00	20/06/2020	23/06/2020	56	25

2019	00	One Week Laboratory Equipment Management Training to the Laboratory Bearer	07/11/2019	08/11/2019	Nill	12

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Induction Training of faculty organized by Teaching Learning Centre, Tezpur University	4	11/06/2019	10/07/2019	30
Refresher Course on Teacher Education, organized by Teaching Learning Centre, Tezpur University	2	06/09/2019	20/09/2019	14
Refresher Course in Chemistry, HRDC NEHU	1	21/10/2019	03/11/2019	14
Refresher Course in Human Rights, HRDC Andhra University	1	04/12/2019	17/12/2019	14
Short Term Course on Educational Technology, UGC HRDC Guwahati University	1	27/01/2020	02/02/2020	7
Short Term Course on Computer Pragramming in Physics and Academic Branch,	1	01/07/2019	07/08/2019	7

Dibrugarh University				
One Week Online National Level Faculty Development Programme, Organized by Department of Commerce, Dibrugarh University	1	01/06/2020	07/06/2020	7
Use of ICT in Classroom Teachinig, organized by IIT Guwahati and Gargaon College	28	23/09/2019	28/09/2019	7
14 Days National Faculty Development Programme On Data Analysis for Research in Social Sciences organized by Pandit Madan Mohan Malaviya National Mission on Teachers and Teaching Teaching Learning Centre Ramanujan College (University of Delhi)	1	17/06/2020	30/06/2020	7
FDP on Research Methodology , Organized by Kumar Bhaskar Varma Sanskrit and Ancient Studies University and Barbhag College	1	24/06/2020	30/06/2020	7
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time

| 4 | Nill | 1 | Nill |

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Sansay and RindanSamabai Samiti (A Registered Co-operative Society of the Teaching and Non-Teaching Staff)	Sansay and RindanSamabai Samiti (A Registered Co-operative Society of the Teaching and Non-Teaching Staff)	i) Student Aid Fund- an Institutional Scholarship for the students from the college authority ii) A fund is raised for providing Scholarship to the students by Gargaon College Teacher Unit.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Internal financial audit is conducted by a Chartered Accountant and the external financial audit is done by the Government Auditors regularly.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
i) Oil and Natural Gas Corporation Limited ii) NumaligarhRefinary Limited iii) Gargaon College Teachers' Unit iv) Alumni	765050	Dibrugarh University Inter College Youth Festival
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6.4.3 – Total corpus fund generated

486000

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Nill	Nill	Yes	Academic Audit Committee, IQAC
Administrative	Nill	Nill	Yes	Administrative Audit Committee

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. Provide financial support to organise the inter college youth festival held at Gargaon College. 2. Provide health facilities to the students when required. 3. Provides the dustbins to the college.

6.5.3 – Development programmes for support staff (at least three)

1. Eye check up to the support staffs 2. Blood check up to the support staffs. 3. Provide financial support to the support staffs in case of medical

emergency.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

i) As per the recommendation of NAAC for Quality Enhancement, a Language Lab has been set up in the Department of Assamese. ii) A sanitary napkin vending machine is installed in the Girls' Common Room and Girls' Hostel of the College. iii) The college teachers are extensively using the e-resources for teching and research purpose. The college has also developed a e-repository of study materials and lectures for the benefit of the students.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	Nill
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Internal Academic Audit	04/07/2019	04/07/2019	09/07/2019	6
2019	Workshop on Student Project Writings	11/10/2019	11/10/2019	13/10/2019	52
2019	One Day Local Seminar on Intellectual Property Right	13/11/2019	13/11/2019	13/11/2019	25
2019	Workshop for TET examiner	25/10/2019	25/10/2019	31/10/2019	20
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Free Eye check up camp at adopted village	07/03/2020	07/03/2020	204	20
Self Defense Training for Girl students	16/08/2019	26/08/2019	84	2

| International Women's Day | 08/03/2020 | 08/03/2020 | 123 | 24 |

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Environmental Consciousness and Sustainability/Alternate Energy initiatives such as: Rooftop Solar Plant, Solar Street Light Facilities etc. Percentage of annual power requirement meet by the renewable energy source: 35 percent

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Ramp/Rails	Yes	1
Rest Rooms	Yes	1
Scribes for examination	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	11/02/2020	4	Promotion of local bamboo craft	About four hundred households of four villages in the locality of the College are directly engage in the occupation of Bamboo crafting. But due to lack of promotion of their products, it becomes difficult for them to get a good market. T

						herefore, the	
2019	1	1	13/12/2019	1	Indigenous paddy sheed preservation	Recently the farmers of the local areas of the college use some modern varieties of paddy due to their high Productivity. As a result of which the traditional varieties of paddy become endangered.	44
2020	1	1	13/05/2020	1	Tourism development	The college is situated in a historical tourism potential area of Gargaon, the third Ahom Capital of Ahom Kingdom. Therefore, the college has taken some initiatives to upgrade the tourism sector of the local area. Recently	23

| 2020 | 1 | 1 | 11/02/2020 | 5 | Development of rural area of Sivasagar distict | The development status of the people in the rural areas of the College have not been measured till now. A development index will be very helpful to measure the development status of the rural people for future development project. Therefore, the coll | 62 |

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of conduct for students	01/01/2020	1. Abide Acts/Statutes/Ordinances, rules, policies, procedures of the college and respect its ideals, vision, mission, cultural practices and the traditions. 2. remain punctual, disciplined and regular in attending class lectures, tutorials and research. 3. observe modesty in their overall appearance and behaviour. 4. act as role models for

			junior students by attaining the highest level of values and morality. 5. maintain harmony among students belonging to different socio-economic statuses, communities, castes, religions and regions. 6. show respect and care for the institutional properties.
Code of conduct for Teachers	01/01/2020		1. perform duties, in the form of teaching, tutorial, practical, seminar, research work entrusted by the college with diligence, dedication and punctuality. 2. contribute to professional growth through continuous research and presentations in conferences, seminars and professional meetings. 3. co-operate and assist in the admission, examination, supervision, invigilation and evaluation process of the college. 4. co-operate in the formulation of policies of the college by accepting various offices and discharge responsibilities which such offices may demand. 5. abide by Act, Statutes, Ordinances, rules, policies, procedures of the college and respect its ideals, vision, mission, cultural practices and traditions.
Code of conduct for Administration	01/01/2020		1. be responsible to observe that the provisions of Acts/Statutes/Ordinances and Regulations of the college are strictly adhered to in all its businesses. 2. comply with laws, rules, and regulations of the government applicable to

			the college. 3. provide inspirational and motivational value-based academic and executive leadership through policy formation, operational management, optimization of human resources and concern for environment and sustainability. 4. follow the highest degree of ethics in its decision making in the best interest of the college. 5. strive for creating an environment conducive for teaching, learning, research and development according to the maximum potential of the college in order to bring the social change and hence national development.
Code of ethics and conduct for the support staff	01/01/2020		1. Make efforts to enhance administrative efficiency. 2. Remain familiar with and adhere to college policies relevant to his responsibilities. 3.Take necessary and appropriate action to ensure constituents' safety and wellbeing in and around the college community. 4.Provide students, faculty, other staff, and administration with the tools and assistance they require to perform effectively. 5. Act promptly to remedy deficiencies, such as equipment failures, or classroom problems. 6. Prepare all reports, vouchers, bills, invoices, records, and other important documents accurately and honestly. 7. Safeguard any confidential information.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Gandhi Jayanti	02/10/2020	02/10/2020	120

Magh Bihu (Harvesting festival)	14/01/2020	15/10/2020	110
International Womens Day	08/03/2020	08/03/2020	90
World Environment Day	05/06/2020	05/10/2020	30
Science Day	28/02/2020	28/02/2020	110
International Yoga Day	21/06/2020	21/06/2020	70
Independence Day	15/08/2020	15/08/2020	130
Republic Day	26/01/2020	26/01/2020	80
Teachers Day	05/09/2020	05/09/2020	400
Debating Competition	22/10/2020	22/10/2020	70

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Plastic Free Campus: Plastic-free campus is a prerequisite to encourage college communities to transit to more sustainable consumption. The Gargaon College covers an area of around 27 acres of land and it is one of the hotspots of varieties of birds, small animals, butterflies, snakes, different insects etc., in Sivasagar district of Assam. Therefore, the college is always concerned about the environment and tries to make the campus plastic free. To generate awareness, the college has organized plastic free drive in the campus. Moreover, counseling about the harmful effect of plastic is a common academic exercise of the teachers. 2. Installed Rooftop Solar Plant: Use of solar energy helps to reduce Green House Gas emissions, reduce demand for fossil fuels etc. By keeping in view, the college has installed rooftop solar plant to save electricity as well as environment as a whole. Moreover, the college has installed solar street light plant through ONGC in the college campus. 3. Sustainable Initiatives: To Support Sustainable Development Goals and to develop a model of sustainable development the college has started some green initiatives like Organic Garden, Leaf Compost, Vermi Compost etc. Such type of initiatives helps to develop participative learning for the students and bring more inclusiveness towards sustainability. 4. Rainwater Harvesting: Rainwater Harvesting is always an encouraging step towards eco-friendly campus and preservation of water for sustainable development. The college carries out rainwater harvesting through its reservoirs like ponds etc. The college has three ponds covering an area of around 2 acres. 5. Biodiversity Conservation Area: The college campus is a hotspot of different varieties of endangered birds and animals like snakes, varnus, wild cat etc. Besides, the college has an extensive area of plantation which includes an orchard consisting of fruit trees like banana, guava, varieties of berries, guava, olive, bedda nut, walnut, jackfruit, citrus fruits etc., different varieties of medicinal plants, herbs as well as organic vegetable gardens. Owing to the availability of different seasonal fruits, birds and rodents get a continuous supply of food throughout the year and make the campus a permanent hub of living. Owing to the presence of the rich biodiversity of the college, it becomes essential to conserve and preserve the plant as well as animal varieties. Therefore, the college has preserved an area of 4 acres for these endangered animals, birds and insects.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICES-2019-20 GARGAON COLLEGE :: SIMALUGURI Title of the Practice I Mentorship Programme Objectives: (i) To provide guidance according to the level of learning and capability of the students. (ii) To motivate the slow as well as advanced learners in areas like career choice, extracurricular activities etc. (iii) To provide counselling for the mental and physical health of the students. (iv) To provide information regarding various scholarships, government incentives etc. The Context: It has been found that about 50 per cent of students of the college come from a rural background with minimum educational facilities. The majority of the students are slow learners and their level of learning is also not up to the mark. In addition to this, anxiety, low self-confidence, hesitation etc., among the students become crucial issues that obstruct their progress. Therefore, the college has been initiating a mentorship programme to support the students in the overall development of their academic life since 2015. Practice: To implement the mentorship programme the IQAC of the college has formed a committee namely the mentorship committee. The mentorship committee of the college has developed the criteria of implementation and applied them accordingly. Firstly, the task of mentoring the students of the department is divided equally among the teachers. Secondly, each mentor collects the profiles of the mentees and analyses the strengths and weaknesses of the students and accordingly guides them. Thirdly, the IQAC of the college collects the feedback of the mentees regarding their progress and satisfaction. Impact of the Practice: ? Students have been able to identify their strengths and weaknesses in the area of learning. ? Awareness regarding the availability of various scholarships/schemes has been generated and the percentage of students applying for these incentives has increased. Consequently, more than 500 students have benefitted from those scholarships/incentives. ? The number of students opting for higher studies such as postgraduate courses, research, IITs, of the state as well as outside has increased. ? A significant number of students have appeared and qualified competitive examinations like such as APSC, TET, NET, SET, GATE, JAM, Assam Police, Railway, Indian Postal Service etc. Problems: ? The financial crunch of the college hinders the implementation of programmes related to the furthering of the career of the students. ? The poor economic background of the students as well as the social restrictions obstructs the advancement of career on the part of the students. Title of the Practice II Skill Based Certificate Course Objectives: (i) To enhance their vocational skills (ii) To increase the prospects of employability of the students. (iii) To create self-employment opportunities The Context: Though the college produces hundreds of graduates every year, sufficient numbers of employment avenues are not available for them. Therefore, in order to generate employment opportunities for the students, the college needs the introduction of skill-based courses. Besides, the introduction of skilled-based courses will add value to the existing course and increase employability. Moreover, these courses will facilitate participative learning among the students. Practice: The skill-based certificate course is implemented by the following process: ? A committee is constituted to carry out the various works related to the implementation of the course. ? A programme coordinator for each course is selected and entrusted with the task of developing the course curriculum, initiating the classes, etc. ? Most of the courses are imparted free of cost. ? The resource persons conduct the classes on an honorary basis. ? MoUs/collaborations with various educational institutions/industries/organizations are established. Impact of the Practice: The implementation of skill-based courses has led to a lot of positive outcomes. ? More than 500 students were benefited from the various courses. ? Some of the beneficiaries were able to set up their own ventures and thereby become independent. ? Some of the beneficiaries have been able to enhance their skills such as communication, creative writings, etc. ? These

courses have been able to instil self-confidence in the students and enhance their leadership qualities. ? Some of them have been able to impart training to others in different localities. ? Courses such as vermin-compost, leaf-compost etc. have been able to function as incubation centres facilitating the sale of the products in the local market. Problems: Despite these positive outcomes, the implementation of the courses has witnessed certain problems which are as follows: ? Since the courses are free of cost, the college faces a financial crunch in running the courses in a self-sustained way. ? The courses have not been brought under the National Skill Development Corporation (NSDC) as well as other agencies since the process is at an initial stage. Attempts are continuing to tie up these courses with such agencies.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

http://gargaoncollege.ac.in/pdf/iqac/best_practices/Best%20Practices%202019-20.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Academic Distinctiveness The college has launched an e-learning platform named as E-Siksha which incorporates educational videos based on the curricula prepared by the faculty. This platform facilitates online learning and its resources can be accessed by the students anytime and from anywhere. The college has its own YouTube channel which broadcasts special lectures and talks on relevant issues from time to time. Besides, several faculty members have their own YouTube channels delivering well-designed learning content for the benefit of the student fraternity. A number of scholarships and fellowships have been initiated by the college to support students in their learning. A book bank facility has been started to help poor and meritorious students to borrow books. Till date, a significant number of books have been donated by people to the said banl. Apart from wall magazines, a number of departments bring out their e-magazines and journals prepared by the students. These serve as a platform for showcasing students' acumen and creativity. The Publication Cell of the college spearheads publication of different academic books, college magazine etc. The Science Forum of the college has been playing an effective role in organizing different events to popularize science and has brought out research-based publications. The college proposes to set up language laboratories for the Assamese and English departments to enhance students' language skills. The Career Counselling and Guidance Cell along with IQAC have been organizing different training programmes for students, especially the economically weak, to prepare them for different competitive exams. The college has a Research Cell which motivates and supports the college fraternity to carry out research in areas of importance. The College has created Memorandum of Understanding (MOU) with Assam Agricultural University, Teaching Learning Centre, Tezpur University and other institutions and organizations of repute for the purpose of teacher-exchange, organizing training programmes etc. In addition to a number of Add-on courses, the college proposes to start a 3-month certificate course on SPSS, courses on hardware and software and other vocational programmes. The college undertakes several self-financed projects for students in the respective disciplines. The department of History has a museum of precious historical artefacts collected from different areas of Sivasagar. Environmental Distinctiveness The college has contributed significantly towards biodiversity preservation. There are approximately 300 plant species along with different species of birds, reptiles and flora. The water bodies in the premises of the college have ornamental as well as commercial fish varieties. Moreover, an organic garden treated with

vermicompost has been started by the college in order to improve the health and productivity of soil life, plants, animals and people. The department of Botany has made efforts to preserve traditional rice varieties. Different types of ornamental fish have been preserved by the department of Zoology. Distinctiveness in the area of sports The college has facilities like a gymnasium, sports ground for community participation, school events etc. The college provides coaching in various sports like football, Volleyball, Cricket, badminton etc.

Provide the weblink of the institution
http://gargaoncollege.ac.in/

8.Future Plans of Actions for Next Academic Year

 PLAN OF ACTION FOR 2020-2021 1. To carry the process of building up e-resources of the college further by encouraging the faculty of the college to start educational channels of their own to share their knowledge and expertise. Considering the disruption of regular learning owing to the onset of the pandemic, the IQAC plans to set up an e-repository of educational resources so that students can access these resources from their home. 2. To continue the process of e-learning by conducting classes and holding examinations online. 3. The IQAC plans to undertake the upgradation of the college website so as to include additional and relevant data pertaining to the activities of the college. 4. Considering the importance of showcasing the achievements, knowledge and expertise of the faculty, the IQAC plans to upgrade the teachers' profile. This step will help people especially students to know of the individual teacher's area of interest, related work done in the particular area and approach them for consultation in their studies. 5. As part of collaborative activities, the IQAC plans to collaborate with national as well as international universities. 6. To arrange motivational lectures to inspire and encourage students in the area of inculcating life skills, enhance learning etc. 7. To organize various programmes as part of career counselling in order to motivate and orient students in the choice of an appropriate career. 8. To organize Faculty Development Programmes for the teachers of the college. 9. To apply for financial grants from different sources.