



SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

MORIGAON COLLEGE

JYOTINAGAR, WARD NO. 8

782105

www.morigaoncollege.edu.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Morigaon College, the first premier institution of higher education in Morigaon District was established on July 1, 1964 with a view to catering to the demand of higher education in this region. The seeds of this 54 year old institution were implanted when a group of enlightened and sensitive citizens, with selfless and undaunted service, undertook the momentous task of setting up a college for the rural youth. The college imparted education in Arts Stream till the introduction of Science in 1985. In 2012, Commerce stream was introduced to fulfill the long felt need for commerce education of the aspirants of the region.

The college is situated on the eastern side of Morigaon town and is 70 kms away from Dispur, the capital of Assam.

Morigaon College is affiliated to Gauhati University and recognized under Section 2 (F) and 12 (B) of UGC. It was accredited by NAAC in the year 2005 and 2010 and awarded B grade in both the assessments.

The college has eighteen (18) departments offering B.A., B.Sc and B.Com programs. There are two departments offering Post graduate programs, namely Geography and Zoology. Apart from these, the college offers different career-oriented certificate and diploma programs.

The laboratory of Department of Chemistry is recognized by Gauhati University as capable of facilitating advanced research works.

Morigaon College is adorned with natural greenery. Its outstanding scenic beauty is enhanced by picturesque landscaping and prudent plantation.

Prof. Uday Kishore, renowned immunologist, Department of Bio-Sciences, Brunel University, London; Prof. Sukhdeo Thorat, Former Chairman, UGC; Prof. Amarjyoti Choudhury, Former Pro-Vice Chancellor, Tezpur University; Dr. Anil Thakur, General Secretary, Indian Economic Association (IEA); Former Chief Minister of Assam, Mr. Tarun Gogoi; Mr. Ranjit Deka, Former Speaker, State Legislative Assembly; Dr. Hitesh Deka, Vice- Chancellor, Krishna Kanta Handiqui State Open University; Prof. K.K. Deka, Former Vice- Chancellor, Dibrugarh University are some of the distinguished persons who have visited the College at different points of time in the last five years and interacted with the students and faculty members.

The college nurtures an inclusive environment to serve the diverse needs of students, staff and teachers.

Vision

VISION OF THE COLLEGE

“To promote knowledge through quality education with a view to developing the human resource of the region, for contributing to the process of nation building.”

MOTTO OF THE COLLEGE

Tamaso Ma Jyotirgamaya (from darkness lead us to light)

The mission, vision and motto of Morigaon college encapsulate its objectives of building a society in terms of progressive outlook, quality education and personality development to ensure a better and dignified living.

Mission**MISSION OF THE COLLEGE**

1. To augment the new generation for contributing to the future knowledge-economy.
2. To empower the socially, economically and educationally marginalized sections of the society.
3. To uplift the rural masses through effective education.

The Mission of the college is tuned to progressing towards the vision. Through effective education, Morigaon College attempts at fortifying, enlightening and moulding the young minds, so as to, generate potential human resource from among the students, who could play a pivotal role in nation -building.

Morigaon College is situated in a rural society where the economy is mostly agro - based. The working population constitutes mostly of small scale farmers and agricultural labourers. The demographic structure of the district reveals the dominance of the Tiwa tribes (ST) followed closely by the other backward classes. In this context, it is necessary to mention that a considerable numbers of students are first generation college goers. The college, by dint of its noble efforts aims at effecting economic empowerment of the marginalised populace through education, extension and outreach programmes, thereby progressing towards its mission.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)**Institutional Strength****STRENGTH**

The following are identified as the strength(s) of the college:

1. Large area with a lush green and well maintained campus.
2. Auditorium, Seminar halls and classrooms (major classes) with ICT facilities.
3. Well equipped library to cater to the needs of the students along with RFID facility for convenience of library management.
4. A play ground with a large area is an asset of the college.
5. Coaching for competitive examinations viz. UPSC, APSC, SSC are held in the college.
6. The institution has a group of competent teachers. 55.38% of the faculty members are Ph. D./M.Phil degree holders and 41.37% of the faculty are pursuing research degrees.
7. The college has a study centre of Krishna Kanta Handiqui State Open University with an enrolment of about 1500 learners to meet the educational needs of the rural masses.
8. The college is dedicated to the service of the community which is reflected in the number of extension activities undertaken at various points of time.

9. For uninterrupted power supply, the college has a solar power device. It ensures electrification of the campus.

Institutional Weakness

The weaknesses could be listed as below:

1. Ratio of teachers and students is not adequate. Sufficient numbers of teaching posts are yet to be created by the government to address the lacunae.
2. The Tiwas are a major tribe of Morigaon region. As such, a “Centre for Tribal Studies” and a museum showcasing the richness of tribal culture should have been set up. But the same could not be executed so far.
3. Morigaon is a flood affected district. During monsoons, inundation and erosion are some of the major factors that affect the students belonging to flood prone areas.

Contribution from alumni is very less.

Institutional Opportunity

Following are the opportunities which the college aims to take up in future:

1. To set up a “Centre for Tribal Studies” in the college to facilitate research in tribal culture.
2. To introduce vocational and skill development courses.
3. To conduct extension activities for the development of the neighbouring rural areas in a phased manner.
4. To set up a rain water harvesting structure.

Institutional Challenge

The challenges that the college faces on account of topographical disadvantages and other factors are:

1. Lack of industries in the area for collaboration.
2. Campus placement is not satisfactory.
3. As it is a flood affected region, students from neighbouring districts are less in number.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Implementation of Curriculum: Morigaon College ensures effective curriculum delivery through a well planned and documented process that takes into account proper implementation of an all-inclusive class routine; maintenance of “Daily Progress Report”; internal evaluation through assignments, projects, class seminars, educational tours, field trips etc. As the curriculum of Morigaon College is designed by Gauhati

University, it is a matter of privilege that some of the faculty members of the college are members of CCS (Committee for Course and Syllabus), Gauhati University. Moreover, the teachers are members of academic committees in different neighbouring colleges. At present six teachers of the college are members of CCS, Gauhati University and governing bodies and academic committees of different colleges.

During the last five years, fifty seven (57) new courses have been introduced across various programs. Post Graduate Programs in Geography and Zoology were introduced in the session 2017-18 and 2018-19 respectively. B.A. in Sociology has been introduced in the session 2018-19.

To give the students an overall idea of curriculum within the semester system, the college organizes various meetings and lectures from time to time by inviting resource persons from the concerned department of the University.

Curriculum Enrichment: Courses relevant to Gender Sensitivity, Environment and Sustainability, Human Values and Professional Ethics are integrated across all programmes. A course on 'Environmental Studies' is compulsory in all UG programmes. There are activity oriented courses in the form of project, dissertation etc. that enhance the students' analytical powers.

Feedback System: Feedback on curriculum is taken from teachers from time to time.

Teaching-learning and Evaluation

Catering to Student Diversity: The college gives meticulous attention to Teaching-Learning-Evaluation. It assesses the learning levels of the students, after admission and organizes special programs for advanced and slow learners. Advanced learners are identified on the basis of internal assessment, classroom interaction and university examination. University toppers are encouraged with awards and certificates.

Interaction with parents' of slow learners is held periodically. Remedial classes, tutorials are arranged for slow learners.

Use of ICT: Use of LCD projectors and smart board foster an interactive academic environment.

Innovation in Teaching-Learning: Inter-departmental faculty exchange, peer-teaching, peer-evaluation and self-evaluation in class tests are some of the innovative techniques used in teaching-learning process.

Transparent Mechanism of Internal Assessment: Students can go through their respective evaluated answer scripts of sessional examinations. Attendance record of students is displayed from time to time. Marks of project and assignments are displayed in departmental notice boards and students' grievances, if any, are accordingly addressed.

Apart from these, one faculty member of the college is appointed as the coordinator to coordinate between the college and the university to deal with examination related grievances in a time-bound and efficient manner.

Adherence to Academic Calendar: The college follows the academic calendar provided by the affiliating university wherein the number of teaching days and slot for examinations are mentioned. This academic calendar is circulated to all departments of the college.

Allocation of classes and course distribution are done in departmental meetings. Utmost care is taken to complete the syllabus within the stipulated time frame.

Research, Innovations and Extension

Research Projects: A total of 11 (eleven) research projects have been funded by government and non-government agencies during the last five years.

Innovation Ecosystem: The college encourages the faculty members to create a research culture, encourages them to participate in seminars and conferences, presentation of research papers and publications. The college motivates the students to prepare wall-magazines, posters, exhibitions etc. and arranges study tours to promote transfer of knowledge on recent issues. The college subscribes to e-journals and other online resources. There is a separate e-resource centre in the library with internet connected computers which acts as an incubation centre for the promotion of knowledge among the faculty members as well as the students. The college has a Research Committee to encourage and monitor the research activities of the faculty members. It has been instrumental in creating a research culture among the faculty members.

Research Degrees: 26 and 10 teachers out of 65 have Ph.D. and M.Phil respectively, as the highest degree. Three teachers are recognized as Ph.D. guides.

Extension Activities: The responsibility of the college towards the neighbourhood community is carried out through extension activities in various fields viz. academic matters, health and hygiene, environmental awareness, personality development, inculcation of cultural and ethical values and others. Morigaon Mahavidyalaya Mahila Mancha, NSS unit, Students' Union and Teachers' Unit of the college play an active role in such matters.

Collaboration: The college has signed MOUs with different colleges to facilitate faculty exchange programmes.

Infrastructure and Learning Resources

Physical Infrastructure: The college campus covers an area of 40,148.7 sq m (9.91 acre.) with a built up area of 10,607.43 sq. m. There is a play ground with an area of 120x113 sq m; an auditorium, a well-equipped gymnasium; an indoor stadium; two girls' hostel, one boys' hostel; a *Satriya Sangeet Mahavidyalaya* (music college) and a well furnished canteen.

There are fifty one (51) well ventilated classrooms with sufficient teaching aids such as black board, white board, green board, audio and gallery (in the larger class rooms) facilities. ICT facilities such as projector, interactive board, visualiser are installed in 18 classrooms. There are two air-conditioned and one well-ventilated seminar halls furnished with ICT facilities; 21 well equipped laboratories; 17 departmental common rooms for teachers and support staff, one common room each for boys and girls and one room for members of the Students' Union. For internal connectivity amongst various departments, there is an intercom facility. Apart from these, there are two Botanical Gardens, one botanical museum, one Green House, and one anthropological museum with exhibiting the artifacts of different ethnic groups of North East India.

Library Resources: Gurucharan Medhi Central Library offers access to 33,809 books, thousands of e-journals

and reference books through NLIST subscription. The Library is fully automated through Integrated Library Management System (ILMS). Book issue and return is managed by the latest version of SOUL 2.0 (Software For University Libraries) and by using RFID (Radio Frequency Identification & Detection) devices. During the last five years, these softwares have been regularly updated with newer versions.

Maintenance of Campus Infrastructure: The college is very particular about development, upgradation and maintenance of campus infrastructure and this is aided by the vigilance of a dedicated, competent and committed staff. The College has a **Construction Committee** to supervise the new constructions and extensions needed from time to time and also for the overall infrastructural maintenance of the college. The committee utilizes the allotted fund as per prior approval of the Governing Body of the college.

Student Support and Progression

Capacity Enhancement and Development Schemes: Coaching Classes for UPSC/APSC Examination, Certificate Course in Spoken English, Career Counselling, Remedial Coaching, Yoga and Meditation camp are organized by the college for the students.

Grievance Redressal Mechanism: For timely redressal of students' grievances, there is a Grievance Redressal Cell as well as a Sexual Harassment Redressal Cell constituted of teachers and stakeholders. Both the cells take prompt action as and when necessary. There is also an anti-ragging committee to address issues arising out of ragging, if any.

Students' Council: The college has an active Students' Council named Morigaon College Students' Union. The Union is elected by the students themselves and it takes active part in various activities of the college including organization of Freshers' Social, College Week, participation in NCC, NSS, inter-college and inter-university competitions, games and sports, cultural and students' welfare activities and social service. The Union has membership in various cells and committees of the college viz. IQAC, Grievance Redressal, Canteen and Hostel Management Committee and others.

Career Guidance and Students' Placement: The Career Guidance Cell creates awareness on career opportunities in emerging fields. Students of the college are placed in various government and private institutions viz. bank, schools, Indian army, Assam police, Social Welfare Department and others. A large number of students are pursuing higher studies in various Universities while some are self-employed.

Health Care Unit: This Unit organizes awareness and sensitization programmes on different diseases and health related issues. It takes special interest in health care of girl students.

Alumni Association: In the year 2005, the former students of Morigaon College formed an Alumni Association named as "Morigaon College Alumni Association". It is registered under Societies Act XXI of 1860 (Registration No. MRG/245/F/174 of 2015-16). The association has certain basic objectives, viz. rendering financial help to the institution; offering guidance and suggestion for future prospects and career development of the students; and acting as an influential body for moulding the students.

Governance, Leadership and Management

Effective leadership and Decentralised Management: The decentralized nature of governance and

perspective plan of the college is reflective of effective leadership. Apart from the academic committee, there are different cells and committees entrusted with different responsibilities to ensure decentralisation of decision making at every level. The college promotes a culture of participative management. Opinions of HODs, non-teaching staff and stakeholders are considered and valued.

Strategic Plan and Deployment: In the current strategic plan of the college (covering the period 2012-2022), decision to introduce Post Graduate Programmes has been taken. Accordingly, four potential departments were chosen for opening of M.A/M.Sc. in a phased manner, namely, Geography, Zoology, English and Assamese. Currently, Department of Geography and Zoology offer Post Graduate Programmes. Some of the short-term programmes stated in the strategic plan have already been implemented successfully. Implementation of other plans, such as, rainwater harvesting, solid waste management etc. are in the initial stage.

Welfare Measures for staff: The teaching and non-teaching staff can avail the benefits of all welfare schemes provided by the UGC and Government of Assam to the college teachers.

There are two mutual benefit funds of the employees. Loan could be availed with a very nominal rate of interest. Reservation of admission seat for wards of employees and free admission to wards of non-sanctioned grade four employees are some of the welfare measures provided by the institution to its staff.

Internal and External Audit is conducted for each account of the college at the end of every financial year. The external audit is done by the Directorate of Accountant General (Local Audit).

Post Accreditation Quality Initiatives: On the basis of the report of the peer team of the previous NAAC cycles, various quality enhancement initiatives in academic and administrative domains were implemented by the college. New programmes and courses have been introduced; ICT enabled classrooms have been introduced, the number of Ph.D. holder teachers has increased and most of the teachers are pursuing M.Phil and doctorate degrees.

Institutional Values and Best Practices

Gender sensitivity: The college is sensitive to gender parity. Gender sensitization programs in terms of extension activities and counseling are regularly organized. There is a grievance redressal cell and a sexual harassment cell to ensure safety and security of girls. As part of ensuring security to girl students, self-defense program is conducted by the IQAC.

Renewable Energy Sources: Total power requirement of the institution is 76.049 KW out of which 50 KW power requirement is met by solar energy.

Divyangjan friendliness: For the differently abled students, there are facilities such as ramps, separate wash rooms, and scribes.

Observance of Days of National/international importance: The college celebrates various festivals and observes days of national/international and regional importance throughout the year.

Transparency in Functioning: The college ensures transparency in financial, administrative and academic matters by involving all stakeholders, conducting administrative and financial audit as well as maintaining transparency and fairness in internal evaluation.

Rainwater Harvesting and Utilization: At present there is provision of rainwater collection and utilization for meeting laboratory requirements. As per strategic plan of Morigaon College, rainwater harvesting structures would be set up in three buildings and 60% of the water requirement of the college would be met through this provision.

Best Practices: Morigaon College has evolved a few practices during the last few years that have created a positive impact on its regular functioning. Two of the best practices of the college are (i) Learning through Spiritual Development and (ii) Annual Book Fair in Campus.

Learning through Spiritual Development aims at imparting moral and spiritual education to the students for character building and controlling of their conduct and behaviour. With the adoption of this practice, the behaviour and conduct of the students have massively changed, which is a prime objective of the practice.

The Annual Book Fair organised under the aegis of Morigaon College aims at infusing a 'culture of reading' among the students of the college in particular and the rural youth in general. It aims at mental stimulation, vocabulary expansion, improving concentration and strengthening analytical and reasoning skills of the students through the habit of reading.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	MORIGAON COLLEGE
Address	Jyotinagar, Ward no. 8
City	Morigaon
State	Assam
Pin	782105
Website	www.morigaoncollege.edu.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Lila K. Barthakur	03678-240268	9706755710	-	iqacmorigaoncollege64@gmail.com
IQAC / CIQA coordinator	Nilofar Jasmin	-	9101370601	-	nilojin@yahoo.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Day

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	01-07-1964

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Assam	Gauhati University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	26-02-2004	View Document
12B of UGC	26-02-2004	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus

Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Jyotinagar, Ward no. 8	Semi-urban	9.91	10607.43

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Assamese	36	XII PASSED	Assamese	50	46
UG	BA,English	36	XII PASSED	English	40	38
UG	BA,Anthropology	36	XII PASSED	English,Assamese	20	15
UG	BSc,Anthropology	36	XII PASSED	English,Assamese	5	0
UG	BA,Economics	36	XII PASSED	English,Assamese	25	23
UG	BA,Geography	36	XII PASSED	English,Assamese	40	38
UG	BA,Political Science	36	XII PASSED	English,Assamese	60	59
UG	BA,History	36	XII PASSED	English,Assamese	20	16
UG	BA,Hindi	36	XII PASSED	Hindi	20	20
UG	BA,Philosophy	36	XII PASSED	English,Assamese	15	6
UG	BA,Computer Application	36	XII PASSED	English	10	5
UG	BSc,Computer Application	36	XII PASSED	English	10	2
UG	BSc,Physics	36	XII PASSED	English,Assamese	25	22
UG	BSc,Chemistry	36	XII PASSED	English,Assamese	30	28
UG	BA,Mathematics	36	XII PASSED	English,Assamese	5	1

UG	BSc,Mathematics	36	XII PASSED	English,Assamese	20	19
UG	BSc,Zoology	36	XII PASSED	English,Assamese	60	55
UG	BSc,Botany	36	XII PASSED	English,Assamese	30	26
UG	BA,Sociology	36	XII PASSED	English,Assamese	10	0
UG	BCom,Commerce	36	XII PASSED	English,Assamese	120	113
UG	BA,Education	36	XII PASSED	English,Assamese	35	32
PG	MA,Geography	24	BA GEOGRAPHY	English	10	10
PG	MSc,Zoology	24	BSC ZOOLOGY	English	10	10
PG Diploma recognised by statutory authority including university	PG Diploma, Disaster Management	24	BA BSC	English	20	13

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				26				27			
Recruited	0	0	0	0	20	6	0	26	15	7	0	22
Yet to Recruit	0				0				5			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				17			
Recruited	0	0	0	0	0	0	0	0	10	7	0	17
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				25
Recruited	21	0	0	21
Yet to Recruit				4
Sanctioned by the Management/Society or Other Authorized Bodies				13
Recruited	12	1	0	13
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				1
Recruited	1	0	0	1
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	8	4	0	6	6	0	24
M.Phil.	0	0	0	1	0	0	6	1	0	8
PG	0	0	0	11	2	0	3	0	0	16

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	1	0	2
M.Phil.	0	0	0	0	0	0	0	2	0	2
PG	0	0	0	0	0	0	9	4	0	13

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	0	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
PG Diploma recognised by statutory authority including university	Male	5	0	0	0	5
	Female	12	0	0	0	12
	Others	0	0	0	0	0
UG	Male	840	0	0	0	840
	Female	739	0	0	0	739
	Others	0	0	0	0	0
PG	Male	10	0	0	0	10
	Female	20	0	0	0	20
	Others	0	0	0	0	0
Certificate / Awareness	Male	26	0	0	0	26
	Female	26	0	0	0	26
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	46	43	63	44
	Female	20	17	40	32
	Others	0	0	0	0
ST	Male	63	66	75	57
	Female	38	39	45	41
	Others	0	0	0	0
OBC	Male	124	112	131	110
	Female	95	114	111	123
	Others	0	0	0	0
General	Male	105	82	109	106
	Female	77	83	99	89
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		568	556	673	602

3. Extended Profile

3.1 Program

Number of courses offered by the institution across all programs during the last five years

Response: 401

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
22	21	21	21	21

3.2 Students

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1695	1556	1416	1345	1167

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
230	259	217	220	195

File Description	Document
Institutional data in prescribed format	View Document

Number of outgoing / final year students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
303	313	331	267	209

File Description	Document
Institutional Data in Prescribed Format	View Document

3.3 Teachers

Number of full time teachers year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
65	64	63	65	61

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of sanctioned posts year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
53	53	53	53	51

File Description	Document
Institutional data in prescribed format	View Document

3.4 Institution

Total number of classrooms and seminar halls

Response: 53

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
242	116	190	187	192

Number of computers

Response: 69

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

The curriculum forms the heart of the teaching-learning process. It acts as the primary connecting channel between the teachers and the students. At Morigaon College, a well planned and properly documented process ensures effective delivery of curriculum. The steps taken towards effective curriculum delivery includes the following:

- (1) The college prepares a class routine covering all programs and ensures proper implementation of this routine under the guidance of the respective departments.
- (2) Every department ensures syllabus completion within a specific period of time.
- (3) In case of vacancy in teaching position, the college takes prompt actions for filling up the same by appointing contractual teachers and subsequently by permanent teachers with due approval from the Government.
- (4) To ensure the completion of courses, the Head of the Departments maintain the record of daily classes by documenting these in "Daily Progress Report" format. The departments also hold meetings from time to time regarding course progress.
- (5) In the effective delivery of curriculum, the academic committee plays a vital role. The principal of the college is the convener of the committee which comprises of all HODs. At least two meetings are convened in a semester (usually the first one, before the semester and the second one, before the commencement of the examinations) where the details of courses progress are put forward by the HODs. Problems (if any) arising in the smooth running of courses are discussed at length and measures taken accordingly.
- (6) Faculty members are accountable to arrange extra classes (as per need) to ensure course completion.
- (7) ICT facilities and digital classrooms are provided by the college for effective delivery of the curriculum.
- (8) Apart from conducting examinations as specified by the university, the college holds tests and assessments through projects, assignments etc.
- (9) To give the students an overall idea of the curriculum within the semester system, the college organizes various academic meetings and lectures from time to time. For example, on 2nd August 2016, Prof. Dulumoni Goswami (GU) delivered a lecturer on the semester system; on 12th September 2017, Prof. D.Talukdar and Prof. P. Das, the Deputy Controllers of Examinations, Gauhati University were invited to

elaborate on the examination system. They conducted a workshop with the students in preparation for examinations.

(10) Apart from affiliating university's curriculum, the college offers various courses for the benefit of the students viz. Spoken English Course (50 contact hours), Spoken Tutorial (tie up with IIT Bombay), Entrepreneurship in Small Scale Industries and Post Graduate Diploma in Disaster Management.

(11) As a part of the curriculum, educational tours, excursions and field survey under the guidance of the departments are conducted.

(12) Students are also encouraged to participate in cultural activities. Workshops on music and other performing arts like dance and drama are held from time to time. Moreover, for promoting interest in cultural activities, the college encourages the students to rehearse and practice their skills. On Saturdays the students can practice their skills in the college itself.

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 5

1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	4	1	0

File Description	Document
Minutes of relevant Academic Council/BOS meetings	View Document
Details of the certificate/Diploma programs	View Document

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 7.86

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	2	0	0	3

File Description	Document
Details of participation of teachers in various bodies	View Document
Any additional information	View Document

1.2 Academic Flexibility

1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years	
Response: 14.21	
1.2.1.1 How many new courses are introduced within the last five years	
Response: 57	
File Description	Document
Minutes of relevant Academic Council/BOS meetings.	View Document
Details of the new courses introduced	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented	
Response: 95.45	
1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented.	
Response: 21	
File Description	Document
Name of the programs in which CBCS is implemented	View Document

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years				
Response: 4.21				
1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years				
2017-18	2016-17	2015-16	2014-15	2013-14
107	106	84	14	11

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	View Document

1.3 Curriculum Enrichment

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

Response:

Morigaon College being an affiliated college offers the course curriculum prescribed by Gauhati University on issues related to Gender, Environment and Sustainability, Human Values, Professional Ethics.

In English literature, (major paper 5.6), gender issues are addressed. The course “Women’s Writings” shows the relevance and social realism of women studies. In Paper 6.4, “Nature and Literature”, concepts like eco-criticism, eco-feminism, ecology and literature are addressed. In Philosophy, the course “Values and Ethics”, human values; professional and environmental ethics are taught. In B.Sc / B.A. in Assamese literature, Hindi literature, History, Education Psychology, Economics, Anthropology, Zoology, Geography, Botany etc., various issues pertaining to gender, environment, ethics and human values that are incorporated in the curriculum are taught. In “Environmental Studies”, students are made aware of environmental issues.

Apart from the curriculum of Gauhati University, the college has its own innovative ways of integrating these issues into its curriculum. Various seminars, debate, quiz, extempore speech, etc. are organized among students on such issues. In the last five years, the college organized and hosted four UGC/ICSSR/DST sponsored national and international seminars on promising issues, where the college students participated and interacted with the resource persons and scholars with a view to transforming their information into knowledge.

On 25th September, 2017, a state-level inter-college debate competition was organized by the IQAC, Morigaon College on ‘Political Environment’. On 15th August, 2017, a district level inter-college quiz and extempore speech competition were organized by the district administration in the college. In January 2018, some students joined in debate competition organized by State Government in districts level and State Level.

The college organized a short-film competition among the students, in the current year, on the theme “Save Water, Save Life”.

For integrating issues related to human values and professional ethics into the curriculum, the college organizes popular talks from time to time viz; National Youth Day, Women’s Day, World No Tobacco Day, National Science Day, World Environment Day, Gandhi Jayanti, Independence Day, World Aids Day etc. Dept. of Zoology celebrates Science Day regularly. Every year on 5th June, Plantation programme is held outside the campus with students’ involvement.

In the national/ international seminars namely National Seminar in 2015 on Make in India, International conference in 2016 on SDG, National seminar in 2017 on skill development, the students render their services as volunteers, which enable them to inculcate values, discipline and ethics and act accordingly in public. Students are also taken to industries, different colleges, State Legislative Assembly, central and

state universities under the initiative of the respective departments, so that they are able to learn about ethics and values outside the four walls of the college.

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 7

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 7

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document

1.3.3 Percentage of students undertaking field projects / internships

Response: 35.81

1.3.3.1 Number of students undertaking field projects or internships

Response: 607

File Description	Document
Institutional data in prescribed format	View Document

1.4 Feedback System

1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni and 5) Parents for design and review of syllabus-Semester wise/ year-wise

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: D. Any 1 of the above

File Description	Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View Document
URL for stakeholder feedback report	View Document

<p>1.4.2 Feedback processes of the institution may be classified as follows:</p> <p>A. Feedback collected, analysed and action taken and feedback available on website</p> <p>B. Feedback collected, analysed and action has been taken</p> <p>C. Feedback collected and analysed</p> <p>D. Feedback collected</p> <p>Response: A. Feedback collected, analysed and action taken and feedback available on website</p>	
File Description	Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0.04

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	1	2	0

File Description

Document

List of students (other states and countries)

[View Document](#)

Institutional data in prescribed format

[View Document](#)

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 97.89

2.1.2.1 Number of students admitted year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
601	672	556	566	503

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
610	685	570	580	515

File Description

Document

Institutional data in prescribed format

[View Document](#)

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 99.46

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
229	258	215	219	194

File Description	Document
Institutional data in prescribed format	View Document

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

Morigaon College has the tradition of assessing the learners' level at the beginning of each session; it is because the learners who join in different undergraduate courses in the college come from different socio-cultural, economic, and linguistic background. Moreover, their learning competence is also of different levels.

Therefore, the college adopts two layers of assessment strategy to find out the learners' competence level.

First, the learners are admitted to the college through a personal interview, in which counselling is provided in choosing of different subjects. At this stage, suggestions are based on their marks in relevant subjects in the qualifying examinations. Depending on their marks, the students allowed to take a particular subject as major.

Second, after admitting the students to a particular subject as Major, Diagnostic Tests are conducted at the departmental level which aims at testing the basics of a learner in determining his competence level for the courses chosen. The objective of the Diagnostic Test is to find the students' competence level and to arrange special programmes according to the standard of their competence.

After the Diagnostic Test, students are grouped into two types,- weak and advanced learners and remedial measures are taken as mentioned below:

Program for advanced learners:

These serve the need of academically gifted pupils:

1. Advanced learners are identified on the basis of internal assessment, classroom involvement and result of University examinations.

2. Additional care (e.g. special classes whenever necessary, Additional library-books, regular counselling, extra laboratory session) is taken.
3. Motivation for project works to inculcate research orientation and practical awareness.
4. Semester-toppers and university rank-holders are honored and encouraged with awards & certificates.
5. Provide opportunity to develop creativity by participating and organizing state & national level symposium.
6. Motivating students to appear in various competitive examinations.
7. Encouraging students to participate in programs for developing analytical and problem-solving ability.

Program for slow learners:

1. Faculty-members interact with the students as well as the parents of the slow-learners periodically.
2. Departments conduct remedial classes, tutorials etc. and provides reference materials for the students.
3. Conducting regular class-tests in order to improve their performance.
4. Tough topics are revised as per students' requisitions and given home-assignments.

Apart from the above, the college library organizes special orientation programme on the use of Library resources. Library is the knowledge centre of an institution but most students do not know the proper and meaningful use of library. In order to equip the learners with a basic idea of the utility of the library, the college has introduced a library orientation program for all students. Students are divided into different batches and provided with this orientation. The college Librarian takes care of the whole process. The advanced learners are motivated to use e-resources subscribed under N-LIST programme. At the end of each academic session, 'Best Library User' award is given to two students, one male and one female, to encourage use of library.

2.2.2 Student - Full time teacher ratio

Response: 26.08

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0.41

2.2.3.1 Number of differently abled students on rolls

Response: 7

File Description	Document
List of students(differently abled)	View Document
Institutional data in prescribed format	View Document

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

Response:

For enhancing the learning experience of students, different teaching and learning methods are used. At present experiential learning and participative learning are two such highly effective methods used in new education policies. To make the learning process more interesting the college adopts experiential learning process which is the process of learning through experience and is more specifically defined as “learning by doing”.

The student of the science stream gets the opportunities to do science projects, science models on different electrical circuits, different IC circuit etc. along with their regular classes. Some environment related projects like study on Noise pollution, Rain water harvesting, Power generation from Hostel wastes etc., are done by the department of Physics. The students of Botany and Zoology department conduct environmental field study within and outside the campus. The department of Anthropology regularly conducts survey and field study on socio-cultural issues among different communities and also visits different Museums. Similarly, the Department of Geography and Disaster Management conduct awareness programme on natural calamities, disaster and mitigation among the people of Morigaon District. The students of Political Science department are taken to the legislative Assembly of Assam and Governor House for getting first-hand knowledge of the Governance system. The students of Chemistry and Commerce gain their practical knowledge by visiting industries. From these activities they gain more practical knowledge, apart from their theory classes. The students actively take part in the cleanliness of the college campus. The students of Arts stream take up project related to social, cultural, political and literary issues.

Participative learning is develops team spirit It involves and motivates learners by drawing upon their own experience and skills in solving problems, using examples and situations of interest to them in their daily lives and using a variety of new enjoyable learning methods.

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 63.08

2.3.2.1 Number of teachers using ICT

Response: 41

File Description

Document

List of teachers (using ICT for teaching)

[View Document](#)

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 26.08

2.3.3.1 Number of mentors

Response: 65

2.3.4 Innovation and creativity in teaching-learning**Response:**

Morigaon College is trying its best to introduce innovative and student-friendly teaching-learning methods. In the major courses of the undergraduate level, inter-department classes are taken by the teachers. In science stream, selected topics of Zoology are taken by Botany teacher. The similar technique is also used in case of Physics and Chemistry. In Arts stream also, inter disciplinary classes are conducted among the departments of History, Anthropology and Economics and Geography.

Another new teaching-learning method is self-evaluation method. In the undergraduate level, students are asked to prepare their own question papers of class test or unit test. The question papers are next distributed among students in such a way that no student gets the paper set by him/her. After the examination, the answer scripts are distributed among the students in the same way and peer evaluation is done. With the completion of evaluation the teacher finally checks the answer script and takes the necessary remedial measures .

Another teaching-learning method introduced in the college is the role-playing method. In this method, after the completion of one unit, the teacher randomly selects the students of the class to teach his/her fellow classmates the same topic, playing the role of a teacher. The student is needed to prepare the lesson and to present with the help of power point. Again students are also asked to prepare probable questions of the topic. This technique is used at the end of every unit and so each and every student of the class gets the opportunity for involvement through this method.

In some departments students are asked to prepare notes from the library books and reference materials provided by the teacher. By such self learning method student learns more effectively. These self prepared notes are evaluated by the teachers.

Apart from the above mentioned new teaching-learning methods, the college also incorporates other learning methods depending on the topics to be taught. One such method is learning by doing method. In this method, students of certain departments are given firsthand experience of their related areas. For example, students of Chemistry and Commerce stream are taken for industrial visits.

2.4 Teacher Profile and Quality**2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years**

Response: 120.9

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document
List of the faculty members authenticated by the Head of HEI	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 30.77

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
23	23	19	17	16

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document

2.4.3 Teaching experience per full time teacher in number of years

Response: 13.95

2.4.3.1 Total experience of full-time teachers

Response: 907

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 3.14

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	0	0	0

File Description	Document
Institutional data in prescribed format	View Document
e-copies of award letters (scanned or soft copy)	View Document

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 0

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

‘Internal Evaluation’ is a provision of assessment of the learners’ performance in the teaching learning process introduced by the affiliating university. As per this provision, the semester-end examinations comprise of 80% marks or Credit equivalent of 80% marks, while 20% is assigned from Internal Evaluation. The question paper for the semester-end examinations is provided by the University and assessment is done centrally. However, for Internal Evaluation, the college takes necessary steps for evaluation by holding ‘Sessional Examination’ within a stipulated timeframe specified by the University in its Academic calendar. .

Morigaon College takes this provision of Internal Evaluation and adopts it in tune with the current notion of *Continuous Internal Evaluation* (CIE). With a view to making CIE objective, intensive, transparent, and student friendly, the college has introduced the following reforms:

- 1.As per the university provision, the Internal assessment is based on performance in the Sessional Examination. However, along with the Sessional Examination, the college includes other modes of evaluation also. It includes in-class presentations, seminars, assignments, students’ participation in departmental activity, library works and attendance in classes.
- 2.The college also holds departmental group discussions, seminars and students participation in such activities are also included in CIE.

3. In the University syllabus, there is no weightage on oral communication. However, it is a major skill necessary for every student. As per the university syllabus, even in subjects like Functional English (meant for BSc students) and Communicative and Functional English (meant for B Com students), there is no provision for oral test. Therefore, the college introduces weightage on communication skills of the students as part of the CIE for certain subjects.

If any learner fails to attend the Sessional examination, due to illness or any other valid reason the College has provision of reassessment for such students so that s/he can get a chance to appear in the final examination.

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

The college follows a transparent and robust mechanism of internal assessment in terms of frequency and variety. It follows the affiliating University's prescribed rule for holding Internal Assessment in each of the semesters. Internal assessment is made compulsory for all the semesters in both UG and PG levels.

In order to make it more transparent, an Examination Committee is constituted and the committee conducts Internal Assessment. It prepares a routine without hampering normal classes (as per rules and regulations of the affiliating University) and asks faculty members to set question papers. Examinations are conducted by the departments as per the routine and answer scripts are evaluated in the department and the marks obtained in each paper is sent to university along with answer scripts.

The whole process of the Internal Assessment is transparent in the sense that every student can view their answer scripts if they are not satisfied with the marks obtained. Further, they get a second chance to appear in the examination within a short time of the already held examination if someone fails to appear because of health issue or other serious reasons with proper permission of departmental heads.

Though university has not assigned any score (except Sessional Examination), certain activities such as seminars, workshops, group discussions etc are organized by different departments for the benefits of the students. Students sincerely take part in these activities, which are parts of the CIE.

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

Response:

The mechanism to deal with examination related grievances consist of two parts.

Part 1. College level

1. The grievances related to examination are addressed at two levels--Departmental Level and Institutional Level.
2. After internal assessment, answer scripts are shown to all students. The internal marks of the

students are then displayed on the notice board to ensure transparency in evaluation.

3. The Head of the department primarily redresses all grievances about evaluation, including the internal assessment marks awarded to the students. In case of dissatisfaction, the same is forwarded to the Principal. If necessary, the intervention of the IQAC and the Academic Committee is sought. Whenever necessary, the matter is forwarded to the University.

4. For the purpose of investigating unfair means resorted to by students at the College level, the Examination Committee takes necessary actions.

2. University level

- There is an IUMS (Inter University Management System) coordinator appointed by the Principal from the teaching staff, to coordinate between the college and the university on matters related to registration, examination, evaluation and grievances
- Students can apply for revaluation and verification of marks. The University provides the photocopy of answer books to students on demand after paying some fee. After receiving the answer-sheet if the student wants he/she can apply for reassessment of answer script. In addition, follow up is kept with the University until the grievance is settled.
- An aggrieved student who has the grievance(s) at university level shall make an application to the university through the principal of the college. The principal, after verifying the facts, shall forward it to the concerned section of the university. The university redress all such grievances within a reasonable time, preferably within fifteen days of the receipt of application.
- The application submitted by the aggrieved student shall be forwarded to the concerned section (Dy Registrar) viz. Academic grievance, administrative grievance etc. The university level committee is responsible to redress the matter.
- If the student is not satisfied with this decision, he/she can submit appeal to the higher authorities (Registrar/ VC) within a stipulated time.
- University level committee shall process grievance(s) submitted by the students within a stipulated period.

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

The teaching learning process of the college is time bound and two semesters needs to be completed in one academic year. For the purpose Gauhati University prepares an academic Calender for its Affiliated Colleges .To cater to the timeframe, regular review meetings are held to monitor the course progress. If necessary, extra classes are taken to complete the syllabi. To monitor the whole process, responsibility is entrusted upon the Academic Committee.

The college follows the academic calendar provided by Gauhati University, wherein, the number of days for teaching and time-slot for examinations are made available. This academic calendar is circulated to all departments of the college.

The institutional head used to conduct meeting with the Academic Committee and provides necessary guidelines so that strict adherence to the calendar is practiced to the letter and spirit. Allocation of classes and course distribution is done in interdepartmental meetings.

The university curriculum and time frame for delivery of the specific classes at specific time is strictly adhered to.

Teaching and evaluation schedules are planned and organized through the following mechanisms -

1. The department makes a plan to complete the courses in time which includes number of lectures, topics covered etc.
2. Faculty members prepare detailed course file and laboratory manual at the beginning of each semester. Course file includes following details :
 - Distribution of Course as per syllabus.
 - Vision & Mission of the department
 - Syllabus Copy
 - Learning Material
 - Details of Library & Field based Assignments/Tutorials
 - Reference question papers & solutions
3. Monthly meeting of teachers is conducted by the HODs to discuss the problems if any and to take updates of the conduction of academics.
4. All the information related to examinations is scheduled in advance and displayed through academic calendar.
5. Each department conducts mock tests for oral and practical examinations and internal tests for the students.
6. Institute evaluates the students based on attendance, assignments, performance in internal tests/assessment.
7. The academic progress of the students is monitored by class teachers and remedial measures are taken for the slow learners if necessary..
8. Internal evaluation is based upon performance in classes, viva voce and attendance.
9. At least two assignments are given in each subject by the concerned teachers

The evaluation through seminar, group discussion, quiz, class tests, and surprise tests are also practiced.

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 on website and communicated to teachers and students

Response:

Programmes and courses offered in the institution are framed and structured by a committee of experts of

Gauhati University. The students of undergraduate programmes of arts, science and commerce are trained to be equipped with the following skills and capacities.

PO1: Achieving competencies

PO2: Free and Critical thinking

PO3: Skill development

PO4: Effective communication

PO5: Social interaction

PO6: Dynamic citizenship

PO7: Environmental Awareness

PO8: Development of entrepreneurship

PO9: Improvement of competitiveness

PO10: Development of management skill

Programme Specific Outcome (PSO):- The programmes Specific Outcome of our institution are as follows.

Course Outcome: Course Outcome of our college in different programmes are stated below

1. Bachelor of Arts:

a) English: To acquaint students with knowledge of English literature. **b) Assamese:** To make the students familiar with the knowledge of Assamese literature. **c) Hindi:** Acquaintance with Hindi language and Hindi literature. **d) History:** To have the knowledge of Assam history, Indian history and World history. **e) Education:** To make students familiar with philosophies of education as well as educational politics in India and across the globe. **f) Political Science:** To educate students on political theory, world political systems, Indian constitution and governance. **g) Philosophy:** To develop rational and critical thinking among students and to foster a spirit of enquiry. **h) Geography:** To equip students with geographical knowledge of Assam, India and the globe. **i) Anthropology:** To equip students with the knowledge of Human origin, evolution, variation and progress of civilization. **j) Economics:** To understand the economic system, economic conditions of different countries of the world as a whole and India in particular.

2) Bachelor of Science:-

a) Chemistry: It provides students an access to chemical knowledge concerning fundamentals of chemistry viz. Organic, Inorganic, analytical, Physical and quantum. **b) Physics:-** This subject teaches the students about Force, Work, energy, electricity, magnetism, electronics, sound, frequency, light and other essential activities like a motor engine, cannot cycle etc. **c) Botany:** To disseminate knowledge of the varieties of plants species found in different countries of the world. **d) Zoology:** This subject is concerned with the animal kingdom. Introducing scientific name, focused on DNA, RNA & genetics. **d) Mathematics:** Mathematics enhances the analytical power of the students. It teaches the students about numbers, analysis, calculus, etc. and their applications in different fields.

2) Bachelor in Commerce:

Accountancy and Management in major courses are designed to train students on account maintenances and management both in personal and professional lives.

The mechanism of communication: The detailed course offered by the college is communicated with the students by using different methods:

1. **Orientation program:** An orientation program is organized at the beginning of the session centrally as well as departmentally.
2. **Distribution of syllabus:** Syllabus of respective courses are distributed among the students.
3. **Display on the website:** The course outcomes are uploaded on the college website and updated periodically.

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

Demand for quality of education and employable workforce is ever increasing. Morigaon College is adopting certain methods for measuring attainment of program outcome (POs), program specific outcome (PSOs) and course outcome (COs) in three different programmes available in the institution i.e. Arts, Science and Commerce.

The institution follows semester system of the affiliating university. The examination system includes two sessional and the final examination for both theory and practical. The sessional marks obtained by the students are then send to the Gauhati University and it is added to the marks obtained by the respective student in the semester examination conducted by Gauhati University. The settings of question papers and evaluation of sessional examination is done by the college itself.

Level of attainment of course outcome:

Course outcome describes the knowledge attained by the students at the end of each course.

In Morigaon College the CO attainment level is measured based on the results of the internal assessment and external examination conducted by Gauhati University. This is the form of direct measurement of attainment. For example, the students of our institution are placed in four categories as per marks obtained in the final examination as follows:

Attainment level 1: Students scoring more than 45% .

Attainment level 2: Students scoring more than 60% .

Attainment level 3: Students scoring more than 75% .

Attainment level 4: Students scoring more than 90% .

Measurements of Programme outcome:

POs describe what students are expected to know and be able to do after graduation. . Attainment POs and PSOs are measured through the attainment of CO. CO attainment level 1, level 2, level 3 and level 4 reflects the achievement level of each student. Accordingly the respective faculty members motivate the students to enhance his attainment level by taking extra classes, remedial classes etc. whenever it is necessary.

Moreover, record of student progression is kept by the respective departments as well as by the Career Counselling Cell of the college which can be considered as mechanism of measuring attainment of POs and PSOs to certain level.

2.6.3 Average pass percentage of Students

Response: 78.5

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 303

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 386

File Description	Document
Institutional data in prescribed format	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.3

NAAC

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 36.17

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	13.775	1.4	20.995

File Description

Document

List of project and grant details

[View Document](#)

e-copies of the grant award letters for research projects sponsored by non-government

[View Document](#)

3.1.2 Percentage of teachers recognised as research guides at present

Response: 4.62

3.1.2.1 Number of teachers recognised as research guides

Response: 3

3.1.3 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0.87

3.1.3.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 11

3.1.3.2 Number of full time teachers worked in the institution during the last 5 years

Response: 63

File Description	Document
Supporting document from Funding Agency	View Document
Funding agency website URL	View Document

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

The college has created an ecosystem for innovation and creation of knowledge among faculty members as well as students. It encourages the faculty members to create a research culture, to join in seminars, workshops and conferences, present research papers and research publications. In order to facilitate this, the college grants Duty Leave for attending seminars, conferences and grants, travel allowances too, if possible.

The college motivates the students to prepare wall-papers, posters, exhibitions etc. with a view to promoting transfer of knowledge on recent and current issues. The college also arranges industrial visits & study tours to enhance knowledge of related issues among the students. The college holds soft skill development programs for the final year students, which improves their communicative abilities. The college subscribes free subject journals, e-journals and other online resources. There is a separate e-resource centre in the library with e-library & internet connected computers, which acts like an incubation centre for the promotion of knowledge among faculty members as well as students.

The college has a Research Cell to encourage and monitor the research activities of the faculty members. It has been instrumental in creating a research culture among the faculty members. Following are a few of the functions of the Research Committee:

Functions of the Committee:

- To motivate faculty members to undertake minor and major research projects from various funding agencies.
- To assist the faculty members in gaining financial aid from Management as well as from funding agencies
- To encourage the faculty members and the employees to increase the number of their research publications.
- To recommend for organizing more seminars, conferences and workshops.
- To encourage the students to participate in inter college seminars organised for students.

The college motivates the students to publish their writings in the annual college magazine. Apart from this, with active co-operation of the student community, many departments of the college publish their annual departmental magazine, wall magazines etc. On some special occasions the departments organize poster making and painting on current academic and social issues. The college encourages both students and teachers for organizing seminars, workshops, for research projects and also for publishing research papers. Different departments undertake educational tours to different industries, academic institutions

with high proficiency, and educational excursions to heritage sites and places with rich biodiversity.

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 3

3.2.2.1 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	0	1	0	0

File Description	Document
Report of the event	View Document
List of workshops/seminars during the last 5 years	View Document

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: No

File Description	Document
Institutional data in prescribed format	View Document

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: No

File Description	Document
e- copies of the letters of awards	View Document

3.3.3 Number of Ph.D.s awarded per teacher during the last five years

Response: 0

3.3.3.1 How many Ph.Ds awarded within last five years	
3.3.3.2 Number of teachers recognized as guides during the last five years	
File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document

3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years				
Response: 0.16				
3.3.4.1 Number of research papers in the Journals notified on UGC website during the last five years				
2017-18	2016-17	2015-16	2014-15	2013-14
3	1	2	1	3
File Description		Document		
List of research papers by title, author, department, name and year of publication		View Document		

3.3.5 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years				
Response: 0.93				
3.3.5.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years				
2017-18	2016-17	2015-16	2014-15	2013-14
15	3	19	13	9
File Description		Document		
List books and chapters in edited volumes / books published		View Document		

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

The responsibility of the college towards the neighborhood community is carried out through extension activities in various fields viz. academic matters, health and hygiene, economic upliftment, environmental awareness, personality development, inculcation of cultural and ethical values and others. There is an extension activity cell in the college which coordinates with the community and aims at sensitizing students towards social issues. Some of the major activities are outlined as follows:

1. **Awareness programme on “Mental Health of Women”:** An awareness programme was conducted on “Mental Health of Women” on 29/11/2017 at a nearby village, named Doloichuba. Teachers and student members visited the village with two specialists from Morigaon Civil Hospital and interacted with the villagers.
2. **Outreach programme on “Role of Mothers in Building Ideal Citizens”:** An outreach programme was conducted on 15/12/2017 at the surrounding Gasbari village. An interactive session was held with the women (especially mothers) and children of Gasbari on “Role of Mothers in Building Ideal Citizens” and emphasis was given on inculcating value education, social responsibility etc. in the minds of the children
3. **Outreach Programme for Children at Jyoti Nagar Residential School:** An outreach programme for the welfare of children was conducted by Mahila Mancha on 14/11/2015 at Basic training cum residential school for dropouts on the occasion of Children’s Day. An extempore speech competition for the students was also organized by the Mancha.
4. **Village Adoption Programme:** On 27 May, 2017, Bhoiraguri village, situated at a distance of 3 kms. was adopted by the college with the help of the NSS unit. After surveying the village, the teachers and the students addressed on the issues related to education, health and hygiene.
5. **Street Play on AIDS Awareness:** A street-play was performed by the students of the college at five places in Morigaon District on 01/12/2013 to generate awareness on AIDS among the rural people
6. **Adoption of feeder schools:** In 2016, two feeder schools were adopted by the College, namely Shankar Madhav High School, Nabheti and Collegiate High School, Sonarigaon.
7. **Providing Flood Relief in affected areas:** On 16/8/2017 and 23/8/2017 flood relief was provided in affected areas from Udori to Bhuragaon and Mayong respectively. The Students’ Union Body and the NSS unit rendered help to the affected people.
8. **Blood Donation Camp:** A blood donation camp was organized by the NSS unit in association with the Students’ Union Body on 11/ 09/ 2017 where the students participated in large numbers and donated blood.
9. **Organising National Children’s Science Congress:** From 2013, every year, the NSS Morigaon College Unit, organises National Children’s Science Congress (school level). It helps in inculcating scientific temper among the students .
10. **Celebration of World Environment Day:** The college observes World Environment Day every year in different villages in association with Assam Science Society, Morigaon, with KKHSOU, Morigaon College Study Centre and with Anti-Global Warming Society (NGO), Morigaon.
11. **Cleanliness Drive under Swacch Bharat Abhiyan:** Morigaon College in association with Morigaon Municipality Board conducted a cleanliness drive in Morigaon Town on 21/01/2016.

File Description	Document
Any additional information	View Document

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 years	View Document

3.4.3 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 last five years

Response: 19

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., year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
6	4	4	3	2

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document

3.4.4 Average percentage of students participating in extension activities with Government

Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 11.26

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
274	253	204	63	56

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 5

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	1	1	0	0

File Description	Document
Number of Collaborative activities for research, faculty etc	View Document

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 2

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	0	0	0

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

The college has adequate space and other facilities of teaching-learning process. These include class rooms, laboratories, ICT facilities, departmental chambers etc. The affiliating university inspects the college from time to time and puts forward suggestions, whenever necessary. Accordingly, the college fulfils such suggestions for betterment of the students.

- There are 53 well ventilated class rooms with sufficient teaching aids such as black board, white board, green board, audio-visual aids. ICT facilities such as projector, interactive board, visualizer, computer etc are there in 18 class rooms.
- There are 2 (two) air conditioned seminar halls and 1 (one) well ventilated seminar hall in the college. All the seminar halls are ICT equipped and well furnished.
- The college has 21 (Twenty one) well equipped laboratories for UG and PG departments. 2 (Two) of these laboratories are air conditioned.
- There are 17 departmental common rooms for teachers and supporting staff. All the departments are provided sufficient furniture, computer, printer and internet connectivity. For internal connectivity amongst various departments, there is an intercom facility. Moreover all the departments have departmental library with good number of books.
- Apart from the above facilities, there is one Green House, two Botanical Gardens with medicinal plants and herbs and a museum in Botany department with species of herbs and plants.

In the department of Anthropology , there is a museum where various objects like fishing, hunting and agricultural implements used by different ethnic groups of North-East India as well as their various dresses and fabrics along with model of houses of the different tribes of the region are kept for preservation and display.

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

Response:

The college has sufficient facilities for games and sports. It always gives proper emphasis for utmost utilization of these facilities.

- **Play Ground:** The college has a play ground of 120 X 113 sq. m. The students play foot ball, cricket, Kabaddi and other outdoor games round the year. Moreover the hostels are adjacent to the playground and boarders use it almost every day after class.
- **Gymnasium Hall:** The College has a well equipped gymnasium where the necessary instruments are available for use. The regular students and alumni are allowed to use it at a very nominal admission fee for 6 (six) months. To look after the entire facilities and process, one teacher is

appointed as in-charge.

- **Indoor Stadium:** There is an indoor stadium in the college campus where two (2) badminton courts, 1(one) volley-ball court and 1(one) table tennis have been provided. The size and light facilities are provided as per national standard.
 - **Other Games facilities:** There is one badminton court in Boys' hostel campus and one table tennis board in girl's hostel apart from other indoor games such as carom, chess, weight throw etc.
 - **Satriya Sangeet Mahavidyalaya:** There is a Satriya Sangeet Mahavidyalaya which is affiliated to Dibrugarh University running in the college premises. It involves in disseminating Indian Classical Music and Dance. Bargeet, Khool, and Satriya dance.
 - **Auditorium:** The college has a well-equipped and well-furnished auditorium with estimated capacity of 1200 seats. It has an acoustic sound system.
 - **Yoga Programme:** The college regularly holds Yoga camp in the month of June in collaboration with Patanjali Yog Samiti, Jagiroad. A large number of students join the camp every year.
- The area/size, year of establishment and user rate of the facilities are shown in the following table:

Sl. no.	Type of facility	Area/size	Year of establishment	User rate per year
1	Play ground	13560 sq.m	1964	1000 (approx)
2	Gymnasium hall	77 sq.m	2004	50
3	Indoor stadium	734.5 sq.m	2013	150 (approx)
4	Badminton court in hostel	81.74 sq.m.	2016	10
5	Satriya Sangeet Mahavidyalaya	390 sq.m.	2005	75 (approx)
6	Auditorium	980 sq.m	2012	2000 (approx)

Cultural activities: Morigaon college has a cultural committee consisting of one cultural secretary who is elected among the students community and two teachers-in-charge, appointed by the Principal. This committee organizes and arranges freshmen social, college week and other associated co-scholastic activities. Some students with expertise in different fields (music, dance, drama etc.) are sent for participation in the Youth festival of the affiliating university and other state and national level competitions.

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

Response: 35.85

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 19

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 41.29

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
167.79	35.28	112.56	69.24	20

File Description	Document
Details of budget allocation, excluding salary during the last five years	View Document
Audited utilization statements	View Document

4.2 Library as a Learning Resource

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

Response:

There is a well equipped library in the college. It is named after the founder Principal of the college, Late Gurucharan Medhi. The mission of the library is to facilitate creation of new knowledge through acquisition, organization and dissemination of knowledge resources and providing for value added services.

The Library is fully automated using Integrated Library Management System (ILMS). Book issue and return is managed by SOUL (Software For University Libraries) and by using RFID (Radio Frequency Identification & Detection) devices. This library is one of the few libraries in Assam and the North East India which is fully automated using RFID technology, enabling self issue-return facility and gate pass security system. The Library is also equipped with CCTV for surveillance purpose.

During the last five years the softwares have been regularly updated with newer versions. For example, initially the library was automated using SOUL 1.0 version. It continued till 2014. In 2015, it was updated with the latest 2.0 version. Thereafter, in 2016, RFID was introduced and integrated with the SOUL 2.0. It continues till date.

Apart from the above, the library is equipped with facilities such as Online Public Access Catalogue (OPAC), WebOPAC, Photocopy and Internet Facility etc.

File Description	Document
Link for Additional Information	View Document

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

Morigaon College Library has a special collection of rare books. These books are rare in the sense that there are no new editions available and there is no latest reprint of these books in the market. It includes book published back in 1908, 1909, 1929 and 1935 till 1981.

Name	Publisher	Author
Fundamental of Political Economy	Foreign Languages Publishing House, Moscow	Nikitin, P
Readings in Micro Economics	Drejuden Press, Illinois	Breit, W
Arthanitti Tattva	Committee for Regional Language, Dibrugarh University	Chutia, B
The Renaissance and the Reformation	Clarendon Press Oxford	Tanner, E.M.
Everyman's Encyclopaedia	J M Dent & Sons Ltd., London	Bozman, E. F. (ed)
Elementary Mathematics in Economics	University of Western Australia Press, Nedlands	Dowsett, W. T.
The Meaning of Money	John Murray, London	Withers, H
The Theory of Economic Growth	George Allen & Unwin Ltd	Lewis, W.A.
Project Appraisal and Planning For Developing Countries	Oxford & IBH Publishing Co. New Delhi	Little, I.M.D.
India World and Empire	Oxford University Press, Bombay	Pickles, H.
Statistics For Economists	Hutchinson's University Library, London	Allen, R.G.D.
Git-Mandakini	Sri Guru Press, Ghy	Gosai, R. (ed.)

How Adults Learn	Association Press, New York	Kidd, J.R.
Banking Law and Practice in India	Thacker & Co. Ltd, Bombay	Tannan, M.L.
New Light On History Of Asamiya Literature	Xuwani Prakash Beauty Publication Dispur, Ghy	Neog, D.
India in The vedicage	Upper India Publishing House Pvt.Ltd, Lacknow	Bhargava, P.L.
Industrial Organisation in India	George Allen & Unwin Ltd Museum Street, London	Lokanathan, P.S.
Karbi Lamtasam	Sadhand Press Private Limited, Calcutta	Terang, R.
Mathematics	ST Martin's Press, New York	Lewis, J.P.
Gohain Baruah Rasanawali	Assam Prakashan Parishad, Ghy	GohainBaruah, P.
Price Theory and Applications	Prentice Hall inc, London	Hirshleifer, J.
All – India Rural Credit Survey Report of the Community of Direction Volume-1	Reserve Bank of India, Bombay	
Indian Journal of Agricultural Economics	Indian Society of Agricultural Economics, Bombay -1	Karve, D.G.
Kamarupasasanawali	Publication Board Assam, Ghy	Sarma, D. (ed.)
Mahabharatar Biratparvan and Udyagaparvan	Department Of Publication Gauhati University	Baruah, B.K.
Hastividyanava	Publication Board, Assam Ghy	Choudhury, P.C. (ed.)
Caryagitikos	Kalyani, West Bengal	Sen, N.

File Description	Document
Link for Additional Information	View Document

4.2.3 Does the institution have the following:

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: C. Any 2 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 4.86

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
11.78	0.82	0.38	4.43	6.88

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document
Audited statements of accounts	View Document

4.2.5 Availability of remote access to e-resources of the library

Response: Yes

File Description	Document
Any additional information	View Document

4.2.6 Percentage per day usage of library by teachers and students

Response: 9.09

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 160

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The IT facilities including Wi-Fi system has been updated, considering its use in various areas of college administration, including admission process, registration of students, examination related works, office works, correspondence with DHE and affiliating university and preparation and submission of salary bill and other office works.

Morigaon College has implemented Online CMS tools to provide high quality services to end user and for convenience of management.

Morigaon College has well developed IT facilities including Wi-Fi. Adequate number of computers with printers, scanners and high speed internet are available in each departments, Library, office, examination section and computer Laboratory. All computers are in LAN with adequate internet bandwidth speed.

The college has a well developed system for providing IT facilities to the users. Some of the facilities are mentioned below:

1. Almost all the departments have LCD projectors, printers and scanners.
2. The computers and printers of all the departments have software installed in them and the Hardware is also maintained from time to time.
3. The college website www.morigaoncollege.edu.in is monitored and updated from time to time by the IQAC of the college.
4. The computers and printers of Administrative block and Computer Lab are connected in LAN.
5. The whole campus of the college has Wi-Fi facility with a speed of 10 mbps.
6. Number of system with configuration- 85.
7. Dedicated computing facility- The computers of the college are connected with printers and scanners wherever required.
8. Most of the computers have internet facility via Wi-Fi and LAN.
10. The institute has 09 smart classrooms for better teaching learning process.
11. Most of the departments have LCD for Power Point presentation of students.
12. Most of the departments have computers, most of which have Internet facility via Wi-Fi for preparation of power point presentation as teaching learning materials
13. Teachers use Internet for providing notes to the students wherever required and necessary
14. The maintenance of computer, Internet Wi-Fi networking, installation of software and maintenance and up gradation of hardware is done by contract basis selected by open tender.
15. The college take the help of experts for maintenance and repairs of computers and also for up gradation of its website.

16. Maintenance and up-gradation is done from time to time.

- a. Date of up gradation: 30.03.2017- Wi- Fi server up gradation
- b. 20- Renewal of Computers of different department.
- c. Nature of up gradation: On Tender basis

4.3.2 Student - Computer ratio

Response: 24.57

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

>=50 MBPS

35-50 MBPS

20-35 MBPS

5-20 MBPS

Response: <5 MBPS

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: Yes

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document
Link to photographs	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 14.48

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
13.02	19	34.15	37.58	24.09

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document
Audited statements of accounts.	View Document

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.

Response:

Every Institute has systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. Morigaon College is no exception in this respect. It maintains the available physical, academic and support facilities in the following ways:

The College has a Construction Committee to supervise the new constructions and extensions needed from time to time and also for the overall infrastructural maintenance of the college. The committee utilizes the allotted fund as per prior approval of the Governing Body of the college.

The college has different committees which are made to look after the maintenance of garden, physical infrastructure, Internet and Wi-Fi facility, cycle stand, canteen, parking zone, hostel facilities, maintenance of sports' items and expansion for library facilities etc.

The maintenance of the infrastructure facilities available in each department are carried out with the support of the heads of the particular department. The HOD takes care of the physical and academic support facilities and whenever any problem arises or requirement for new facilities arises, he brings it to the notice of the Principal. The principal then resolves the issue either fixing the old equipment or providing a new one.

The Library is fully automated using Integrated Library Management System (ILMS). Book issue and return is managed by the latest version of SOUL 2.0 (Software For University Libraries) and by using RFID (Radio Frequency Identification & Detection) devices. During the last five years, these softwares have been regularly updated with newer versions.

AMCs have been made with the firms who have provided the equipments for maintenance of these facilities. These firms provide assistance whenever required.

Books have regularly been procured in the library as per requirements and budget provisions. Fund expenditures have been yearly audited with Chartered Accountant firms.

Laboratories in the College are maintained by the HOD of the concerned departments. At the beginning of the academic year, requirements in the laboratories are assessed and submitted to the Principal. The principal, then procures them from registered supplier firms and supply to the concerned HODs. The HODs maintain a registrar to keep records of the laboratory equipments.

Apart from the above, the college regularly maintains Electrification and water supply system of the institution. The college appoints a full-time electrician to look after and fix the electrical problems.

It also appoints a full-time employee to maintain toilets in the campus, girls' common room and hostels.

The college also has two full-time employees to maintain the greenery and the gardens in the campus. They look after the cleanliness of the whole campus daily.

NAAC

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 22.85

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
899	392	153	170	147

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	View Document
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	View Document
Any additional information	View Document

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 2.02

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
23	42	28	51	3

File Description	Document
Any additional information	View Document

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: E. 3 or less of the above

File Description	Document
Details of capability enhancement and development schemes	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 21.82

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
469	483	240	295	134

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during

the last five years**Response:** 0.45**5.1.5.1 Number of students attending VET year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	30	0

File Description**Document**

Details of the students benefitted by VET

[View Document](#)**5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases****Response:** No**File Description****Document**

Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee

[View Document](#)

Details of student grievances including sexual harassment and ragging cases

[View Document](#)**5.2 Student Progression****5.2.1 Average percentage of placement of outgoing students during the last five years****Response:** 13.75**5.2.1.1 Number of outgoing students placed year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
10	38	31	56	48

File Description	Document
Self attested list of students placed	View Document
Details of student placement during the last five years	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 24.09

5.2.2.1 Number of outgoing students progressing to higher education

Response: 73

File Description	Document
Details of student progression to higher education	View Document

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 46.31

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	2	6	16	1

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	10	8	25	17

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document

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) during the last five years.

Response: 1

5.3.1.1 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-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document
e-copies of award letters and certificates	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

Morigaon College has a students' council which is known as “Morigaon College Students' Union” . It is formed every year after the Union Body election. The representatives are democratically elected by the students themselves. For conducting the election, the recommendation of “Lyngdoh Commission” is followed. The principal constitutes an election committee headed by a Returning officer. At first the election committee issues a general notice for the Union Body Election displaying all portfolios viz. V.P, GS, AGS, Games- Major & Minor, Cultural Secretary, Magazine, Music, Social Service, Debating, Students welfare, Boys Common Room and Girls Common Room Secretary and the rules and regulations to be followed for the election. Every regular student can contest against one portfolio and cast their votes to elect candidates of their own choice. A candidate is allowed to contest against one portfolio only.

After getting general notice, candidates file their nominations for different portfolios without influenced by political parties or caste and religion. Nomination papers are carefully examined by the Election Committee and then the list of valid candidates is published. After completion of the election process, a new Student Body is formed and they will take over charge from the old union body for the next year.

After the oath taking ceremony, the Principal convenes a meeting with the secretaries and the

teachers-in-charge, where the budget allocation for different activities is done. In response to the applications given by the secretaries, the principal releases fund to the secretaries as per recommendation of the concerned teacher-in-charge.

The Union body takes part in different activities for students' upliftment in different fields like games & sports, cultural, social service, music, magazine, students' welfare, debating etc. and as a whole in nation building. The body also takes part in freshers' social, College week, Saraswati Puja, Tithi of Sankardev, activities of NCC, NSS, inter-college and inter-university competitions. As a whole the students' body acts as an isthmus between the college and the society.

With the objective of infusing the qualities of leadership and responsibility in the students, the structure of different cells and committees are designed in such a way, as to enable students' representation. The Vice-President of Students' Union Body is a member of the IQAC. Similarly, there are student members in the Canteen and Hostel Committee, Anti-Ragging Committee, Extension Activities Cell, Student Support and Progression Cell etc.

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 8.4

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
10	14	6	6	6

File Description	Document
Number of sports and cultural activities / competitions organised per year	View Document

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

In the year 2005, the former students of Morigaon College formed an Alumni Association named as "Morigaon College Alumni Association". It is registered under Societies Act XXI of 1860 (Registration No. MRG/245/F/174 of 2015-16). The association has certain basic objectives, viz. rendering financial help to the institution; offering guidance and suggestion for future prospects and career development of the

students; and acting as an influential body for moulding the students. Morigaon College receives good response from its alumni from time to time in terms of infrastructure development and other academic activities. As an example of its long term and continuous engagement in developmental activities of the college, mention could be made of the construction of the college gymnasium. The members of the Association took active part during 'Golden Jubilee Celebration' of the college.

Celebration of College foundation day is one of the major activities that the alumni association organizes every year. It also presents the Gurucharan Medhi Memorial Award to the best graduate of degree classes. On 1st July 2016, the Alumni Association took the initiative of celebrating the foundation day of the college in association with the college administration. In 2017, the foundation day was celebrated and two distinguished persons of Morigaon district were felicitated. Mr. Kumud Baruah, distinguished litterateur and Mr. Chilarai Konwar eminent sportsman were felicitated with traditional Assamese *gamocha*, *xorai* and a certificate of honour. On 1st July 2018, the association celebrated the 54th foundation day and felicitated Mr. Maneswar Dewri and Mr. Naren Biswas for their outstanding contributions in the fields of research on Tiwa language and sculptural works respectively. Every year, day long activities are conducted during foundation day celebration, where the alumni, teachers and students participate actively.

In 2016, 2017 and 2018, the Alumni Association in collaboration with the college authority organized coaching classes for APSC/UPSC and other competitive examinations. A large number of students are benefitted by these classes.

File Description	Document
Any additional information	View Document

5.4.2 Alumni contribution during the last five years(INR in Lakhs)

? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

Response: <1 Lakh

File Description	Document
Any additional information	View Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 4

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	2	0	0

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years	View Document
Report of the event	View Document

MAAC

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

The Governance of the college is arranged to achieve the vision and mission statement. The vision and mission statement of the college clearly defines the specific aims and objectives of the institution :

VISION:

To promote knowledge through quality education with a view to developing the human resource of the region for contributing to the process of nation building.

MISSION:

- To augment the new generation for contributing to the future knowledge-economy.
- To empower the socially, economically and educationally marginalized section of the society.
- To uplift the rural masses through effective education.

As the institution is in a rural area ,through these statements, the college is trying to preserve traditional values of the society and simultaneously blend tradition with modernity to meet the the present day goal of higher education.

To reflect the tune of the vision and mission, the college is imparting quality education in Science, Humanities, Commerce, IT, Disaster Management etc. and rendering service to the society through extension activities. The principal of the college formulates the perspective plan in consultation with the Vice Principal, the IQAC, the faculty members, non-teaching staff and other stakeholders. After due approval of the G.B.. such plan becomes institutional strategic plan.

The decentralized nature of the governance and perspective plan of the college is reflective of effective leadership. Besides the Academic Council, there are different cells and bodies which are entrusted with different responsibilities to decentralized the governance system. In the Governing Body, there are two representatives from teaching staff. They play an important role in all decision- making processes of the body. Thus the college promotes a culture of participative management. Ultimate decisions are taken by the principal and approved by the Governing Body.

The Dept. of Higher Education, Govt. of Assam; the college Governing Body; Principal; Vice-principal; the HODs; IQAC; different committees like construction committee, Academic Committee, Admission Committee, Examination Committee, Research Committee etc., play a vital role in designing and implementation of perspective plans.. The apex management body is the Governing Body. It undertakes financial management, grants leave to the employees as per state govt. leave rule, recruits new teacher against vacant posts as per UGC and state govt. guidelines, undertakes all developmental issues including infrastructural development strategies, analyzes and approves new proposals submitted by the Principal, takes disciplinary action wherever necessary.

Although the Higher Education Department, Govt. of Assam remains the highest authority in administrative affairs, the Principal looks after the day to day academic and administrative activities. The Principal of the college, on behalf of the G.B. and Education Department Govt. of Assam, plays the role of leader in effective implementation of the mission of the college.

6.1.2 The institution practices decentralization and participative management

Response:

The decentralized nature of governance and perspective plan of the college is reflective of effective leadership. The Principal, the Vice Principal, the Academic Council of the college and the faculty members play their respective roles in the designing and implementation of quality policies and plans of the college.

Besides the Academic Council, there are different cells and bodies which are entrusted with different responsibilities to decentralize the governance system. In the Governing Body, there are two representatives from teaching staff, one from non-teaching staff and two from guardians. They play an important role in all decision-making processes of the apex body of the college. Thus, the college promotes a culture of participative management. All decisions are taken by the Principal and approved by the Governing Body through discussion with staff and various committees. Regular meetings are held to discuss critical issues. Opinions of Head of the Departments, teachers, non-teaching staff and other stakeholders are considered and valued. Participative management is indicative in allowing the staff the freedom of voice. The staff can place their opinions and address their grievances through their representatives in the Governing Body.

Case study:

The college authority formed a “Health Unit” to look after the health-related issues of the students, teachers and staff of the college.

The members of the unit were empowered to take action in relation to the issues related to health and hygiene.

Some of the observations of the unit and action taken thereof are as follows:

Sl No	Criteria of action	Action taken
1	Supply of safe drinking water and maintenance of cleanliness/hygiene in the college campus	1. Regular inspection of water filtration units. Aquaguards 2. Supervision of the work of cleaners and periodical organ College Abhiyan” by students and staff.
2	Awareness regarding adverse effects of use of Tobacco and related products	1. Observance of ‘No Tobacco Day’ (on 31/05/17) : EL Banchidhar Das was invited as resource person for the aware 2. Visit to the nearby shops and shanties(within 1 km from and advice them not to keep or sell tobacco products.
3	Need of sick room	Members opined that there is a need of a sick room for ac needy students, faculty or staff and a proposal for the same the Principal and steps taken accordingly.
4	Hygiene and quality of food in college canteen	The members of the unit are empowered to inspect the hygi food in the college canteen and takes steps as deemed fit.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

Morigaon College, since its inception in 1964, has been engaged in disseminating quality education in the under graduate (UG) level. With the completion of 50 (fifty) years of its existence in 2014, the college adopted a “Strategic Plan and Deployment Document” for a period of 10 years, i.e., 2012-2022.

One of the important plans of the said document includes **the upgradation of the college from the UG to the PG level in a phased manner.** Accordingly, in the first phase, five potential departments have been identified on the basis of adequate numbers of teachers with required norms for post graduate teaching and other facilities. Thereafter, proposals were placed in the Governing Body meeting for necessary approval. The Governing Body accords phase wise permission to open PG classes in the Department of Zoology and the Department of Assamese (vide Resolution Number 23 & 24 dated 6th April/ 2015), in the Department of Geography (vide Resolution Number 6 dated 13th December 2015), and in the Department of English (vide resolution no 13 dater 12th October/2015. As per the norms of the affiliating university, the approved proposals were sent to the Registrar of Gauhati University. After verification of relevant documents and inspection of all infrastructural and academic facilities, the Univeraity accorded permission to open PG classes in the Department of Geography and Zoology.

PG classes were started in the Department of Geography and Zoology in the Session 2017 and 2018 respectively. At present, there are 10 students each in the 3rd and 1st semester classes of the Department of Geography and 10 students in the 1st semester classes in the Department of Zoology.

File Description	Document
Strategic Plan and deployment documents on the website	View Document
Link for Additional Information	View Document

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

The college has clearly defined organisational structure and hierarchy to ensure effective decision making.

The Department of Higher education of Government of Assam, the Governing Body of the college, the Principal, the Vice-Principal, the Academic Council and the faculty members play their respective roles in designing and implementation of the policies and plans of the college.

Being affiliated to Gauhati University, Morigaon College follows the rules and regulations of the university regarding academic matters.

In infrastructural development and other financial and developmental matters including overall administration, the Department of Higher Education, Government of Assam plays a vital role.

The Governing Body (GB) is the apex body of the college and possesses supreme power in decision making and approval of any internal matter of the college. All decisions relating to finance, administration and academics are required to be approved by the GB. All plans and proposals for the development of the college must be approved by the GB. The Governing Body consists of:

- The President-An eminent person in the field of education
- The Secretary- The Principal of the college
- Vice Principal of the college
- Two Teacher representatives
- One representative of the non-teaching staff
- Two university nominees.
- Two guardian members
- Local MLA as special invitee
- One donor member.

The Principal is the Head of the institution and is also the Drawing and Disbursing Officer. The Vice Principal also looks after the academic matters of the college.

The Academic Committee is the body of the Head of the departments. Decision for formation of different committees such as Examination Committee, Prospectus Preparation Committee, Routine Committee are taken by the academic committee.

There are different committees/Cells for smooth functioning of different activities of the college. These are:

Internal Quality Assurance Cell , Quality Advisory Committee (QAC) , Research Committee, Academic Committee, Admission Committee, Examination Committee, Library Committee, Extension Activity Committee, Construction Committee, Canteen & Hostel Management Committee, Sexual Harassment Redressal Cell, Career Guidance Cell, Health Unit, Discipline Maintenance Committee, Student Union, Parent –Teachers' Association, Alumni Association, Computer Information & Technology Committee, Student –Support and Progression Cell, Committee for Games and Sports and Grievance Redressal Committee.

All these committees are headed by a convener and formed of members from the teaching staff. There are members from students, management and also from the community in some of the cells. The cells take decisions and make plans in their respective areas. Besides these committees and cells, the Principal constitutes a number of other committees to perform different works and activities whenever necessary.

NAAC

File Description	Document
Link for Additional Information	View Document

6.2.3 Implementation of e-governance in areas of operation

1. Planning and Development
2. Administration
3. Finance and Accounts
4. Student Admission and Support
5. Examination

- A. All 5 of the above**
- B. Any 4 of the above**
- C. Any 3 of the above**
- D. Any 2 of the above**

Response: D. Any 2 of the above

File Description	Document
Screen shots of user interfaces	View Document
ERP Document	View Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

Morigaon Mahavidyalaya Mahila Mancha is one of the various cells of the college. It is the forum of the lady teachers. Girl students are also members of the forum. The Mancha was established in the year 2005. From the beginning the forum focuses on different issues related to women in particular and all students in general. Being one of the active cells of the college, the forum organises different programmes to promote gender equality and other related issues. It convenes meetings in regular intervals and implements the programmes accordingly. One such programme which was planned in a meeting and implemented successfully is the extension activities of 2017-18.

In the meeting held on 09/11/2017, at 1-30 p.m., in the office of the Mancha, it was resolved (Resolution No. 2), that the Mancha would organize a few programmes in the nearby villages within May, 2018. Instead of a single work, it is decided to carry on a cluster of works under the banner of " Extension Activities of MMMM, 2017-18".

Accordingly, the first meeting was organised on the Foundation Day (29/11/2017)of the Mancha ,in the school premises of Doloichuba village (within 1.5 km of the college) . The awareness programme was on “ *Mental Health and Well Being : Diagnosis of Mental Illness, Causes, Precaution and Treatment.*” The target group was the women of the village. Two lady consultants of Mental Health Unit of Morigaon Civil Hospital, Hiru Bora and Madushmita Tamuly were invited to deliver the speech and interact with the villagers. More than 60 women participated actively in the day-long programme.

The second programme of the series was held on 15/12/2017 in the village Gashbari, situated within 1 km of the college. The theme of the meeting was “ Xantanok Xu Nagarik Kori Gorhi Tulat Matriri Bhumika” (Role of Mothers in Building Ideal Citizens). It was an interactive programme between the

villagers and the members of the forum. It was highly successful as the women folk came up and exchanged their views.

The third programme was the second phase of the drive to make the college premises “Tobacco Free Zone”. The members of the forum visited all the shops in and around the college to sensitise against selling of tobacco near educational institution and to make them aware of the health hazards of consumption of such substances. Morigaon Mahavidyalaya Mahila Mancha is also trying to create awareness among the students against use of tobacco, by displaying banners with anti-tobacco slogan. Apart from the college campus, such banners were placed outside the campus too for awareness of the general public.

File Description	Document
Any additional information	View Document

6.3 Faculty Empowerment Strategies

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

Response:

The teaching and non-teaching staff can avail the benefits of all welfare schemes provided by the UGC and Government of Assam to the college teachers. Following are the available schemes:

1. Maternity Leave: Woman employes can avail 180 days maternity leave (twice in entire service period)
2. Child Care Leave: Women can enjoy CCL for 730 days in entire service period to take care of their children (upto 18 years of age).
3. GIS: All the regular employees get the benefit of Group Insurance Scheme of govt. of Assam.
4. GPF: All the regular teaching and non-teaching staff (whose joining is prior to February, 2005) get the benefit of General Provident Fund (GPF) of State govt. The employees can avail loan facilities from this fund.
5. General Pension Scheme and New Pension Scheme: After retirement all the regular employees are eligible for getting general pension. However the employees who have joined service after February, 2005, are eligible for New Pension Scheme (NPS) instead of General pension.
6. All the regular employees get medical allowance and house rent as per state govt. rules.
7. Medical check-up and emergency first aid.

Besides these, the college has the following facilities:

1. There are two mutual benefit funds among the employees. The members of the fund can avail loan with

a very nominal rate of interest.

2. A well-equipped, air-conditioned canteen in the campus.
3. Computer in each department with internet facilities.
4. Reservation of admission seat for wards of employees of the college.
5. Free admission to wards of non-sanctioned grade IV employees.

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0.63

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	2	0	0	0

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc during the last five years	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 1.4

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	2	1	1	1

File Description	Document
Reports of Academic Staff College or similar centers	View Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document
Any additional information	View Document

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 7.22

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
6	3	7	4	3

File Description	Document
IQAC report summary	View Document
Details of teachers attending professional development programs during the last five years	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

The IQAC collects and maintains reports on the activities of the various staff of the college. The college authority also maintains records of the activities of its employees in the form of Service Book. Annual Performance Indicator(API) is prepared for promotion of the teaching staff, on the basis of the review of the performance appraisal report. When the promotion is due, the application of the teacher is forwarded by the Principal and placed in the GB meeting for approval. A resolution is taken in the Governing Body meeting and it is forwarded to the affiliating university. The university nominates two experts for interview and approval of promotion. After review by the promotion committee, it is forwarded to the Government of Assam for pay fixation.

Moreover, feedback is collected from the students on performance of the teachers and the feedback report is communicated to the teachers personally. This helps the teachers to increase their teaching skills and

class room performance.

For non-teaching staff, feedback system is introduced from the current year and this helps to maintain the quality of work. Generally, for non-teaching staff the Principal directly makes the appraisal and contacts the person concerned about his/her performance. Moreover, performance report is placed in the GB meeting as and when necessary.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The Governing Body appoints a Chartered Accountant to conduct internal audit for each account of the college at the end of every financial year. After completion of the audit, the Principal submits the report to the Governing Body for necessary approval. On detailed analysis, the G.B. accords its approval, if acceptable. Otherwise, the Governing Body suggests the Principal to place the report again in its next meeting with necessary clarifications. There was no audit objection in the internal audit report of last five years. However, some observations and suggestions were forwarded.

The external audit is done by the Directorate of Audit (Local Fund), Government of Assam. Generally, Government Audit is not done every year though college has to send application to the Accountant General (Audit) every year for conducting Audit. The Accountant General deputs a team of Auditors as per convenience of the Government. The Audit is done separately for each and every fund of the college and Audit Report is prepared accordingly and submitted.

The Government audit (external) of Morigaon College is completed till 2014-15. There is no major audit objection which is to be placed before Governing Body.

File Description	Document
Link for Additional Information	View Document

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

Response: 8.19

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	1.50	.45	6.24	0

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	View Document
Any additional information	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The principal source of fund generation in the college is admission fees of the students. Admission fee is collected in different heads and the break up of fee is specified in the admission receipt. All decisions regarding increase of students' admission fee rests upon the discretionary power of the governing body. Sometimes, the government also intervenes in matters related to admission fees.

The institution adopting the following strategies for resource mobilization and utilization:

1. Timely processing of Applications for UGC funds under different Heads and Schemes.
2. Timely processing of Applications for fund in Directorate of Higher Education, Government of Assam.
3. Applying for Research fund from the DST, ICSSR etc.
4. Securing additional funding from MP Scheme, MLA Scheme, Tiwa Council etc.
5. Fund mobilization from personal donation.

For the utilization of fund, the college has defined policies and procedures. These are outlined as follows :

1. The Governing Body monitors effective and efficient use of available financial resources of the Institution.
2. Funds which are collected in different heads are deposited accordingly in bank accounts and the account is maintained by the accountant.
3. The fund is utilized for which it is earmarked.
4. Different committees such as Purchasing Committee, Building Committee and Project Monitoring Committee etc., have been constituted regularly to monitor the utilization of funds under different heads.
5. After utilization, on due approval of the Governing Body, Internal audit is done through a qualified Chartered Accountant annually and the records are kept well.

Audit is carried on from time to time by the Directorate General of Accounts (Local Fund), Government of Assam.

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

Response:

Example 1: Inter disciplinary faculty exchange programme

The IQAC has introduced inter disciplinary faculty exchange programme to make the students understand the connections among different subjects and also enable them to approach a problem through different disciplinary explanations.

Initially, this practice was started among History, Anthropology and Geography departments. At present, Department of Zoology and Anthropology (Classes on evolution and genetics), Anthropology and History (Classes on history, prehistory, protohistory), Geography and Anthropology (Ethnic elements and races), Political Science department (rights, national integrity, constitutional provision etc.) and students of other departments are also involved in the process.

This practice is found to be very useful in increasing the curiosity and interest of the students and also in improving their knowledge. The benefit of the programme is that, students get the opportunity to learn concepts and ideas presented in an entirely new and different manner. Not only the students, but also the faculty members are benefitted from the programme. They get exposure to diverse students' community with different background and thereby get opportunity to enhance their knowledge to cater to their needs.

Example 2 : Active participation of students in Green practices and maintenance of eco-system of the college campus :

The IQAC has institutionalized the practice of involvement of students in maintenance of green campus. The college can be considered to be a green campus as it has approximately 500 numbers of trees, which consist of fruit trees, flowers and medicinal plants. On different occasions, these were planted by the staff and the students. The college is conscious about protecting the plants, the birds, butterflies and other insects housed in these plants.

The Department of Botany conducted environmental survey in the college campus in April, 2018. All the students of 4th semester took part in the study and conducted survey on natural resources. On the occasion of Environment Day each year, different programmes are designed to involve the students. Seminars and workshops are organised to sensitize the students.

The college has been declared as *plastic free zone*. Though it is not yet completely plastic free, the college is trying to minimize the use. The students of Mathematics and Botany have engaged themselves in awaring other students in this regard.

The responsibility of maintaining the water body in the campus and its surroundings is solely shouldered by the students. To make them aware of conservation of nature, the Department of Botany organized a survey of natural resources in the campus. The hostel boarders have to segregate their degradable and non-degradable wastes before disposing. Vegetable peels and left overs are disposed in a separate bin to feed pigs in a nearby village.

This practice is helping in inculcating environmental consciousness and maintenance of green campus.

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

Response:

Example 1. Performance based assessment and corrective measures: IQAC initiative in teaching – learning process.

The regular review of sessional examination result by the IQAC revealed that in 2017, in the subject Mathematics (Elective), only 1 student out of 35 scored the pass mark. It was an unusual result and subject of concern of all stakeholders. Therefore, the IQAC held a meeting with the following members:

1. Principal and Chairman IQAC
2. Vice Principal
3. Coordinator, IQAC
4. Member of IQAC from Science stream
5. Guardian representative
6. All the teachers of Mathematics

In the meeting, the teachers reported that, the students of elective subjects remained absent from classes, for which, they could not cope up with the course. On the other hand, the guardian representatives complained that the guardians were never reported the absence of their wards.

In the second step, the IQAC interacted with the students in the classroom to find out the causes. After considering and analyzing the responses of all the stakeholders, the following remedial measures were taken.

Remedial Measures :

1. Re examination was conducted.
2. All departments of Science stream were asked to ensure the presence of their major students in the classes of elective courses.
3. Guardians would be reported periodically.
4. Motivational classes were to be taken.

This IQAC initiative proved to be useful.

Example 2 : Introduction of Spoken English classes

It was found from observation and discussion that the passed out students face difficulties in facing interviews, appearing in competitive examination and in higher studies because of their inefficiency in communicating in English.

To solve the problem, the IQAC conducted a survey among the students and discussed the problem with the department of English and thereafter decided to introduce Spoken English classes. Though initially it was decided to make it compulsory for all students, it was not possible for different

reasons and therefore, a certificate programme on Spoken English was introduced for interested students and the responsibility was entrusted upon the department of English.

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 6.8

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
14	11	4	2	3

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document
IQAC link	View Document

6.5.4 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: C. Any 2 of the above

File Description	Document
e-copies of the accreditations and certifications	View Document
Details of Quality assurance initiatives of the institution	View Document
Any additional information	View Document
Annual reports of institution	View Document

6.5.5 Incremental improvements made during the preceding five years (in case of first cycle) Post accreditation quality initiatives (second and subsequent cycles)

Response:

On the basis of the report of the peer team of last Assessment and Accreditation, the following quality enhancement initiative in the academic and administrative domains were implemented in last five years :

Academic :

New programmes and courses :

- 1.Post graduate programs in the Department of Zoology and Department of Geography have been introduced.
- 2.Commerce stream has been introduced along with existing Science and Arts streams.
- 3.Post Graduate Diploma Course has been introduced as self financed programme.
- 4.The subject Sociology has been introduced at the under-graduate level.
- 5.Spoken English and English tutorial (Computer Programming) certificate courses have been introduced.

Teaching-learning :

- 1.Use of ICT in teaching learning : most of the classrooms are equipped with smart board; projector is provided in some of the class rooms and departments.
- 2.Besides using lecture method, departments are introducing powerpoint presentation, discussion, participatory learning method etc.
- 3.Interdisciplinary faculty exchange programme has been introduced.
- 4.Campus has been connected with wi-fi .
- 5.Computer has been provided to all the departments.
- 6.The learning resources of library have been increased. Total number of text books increased from 29168 to32694 and reference books from 1002 to 1115.
- 7.E-books and e-journals have been subscribed under UGC N-List programme.
- 8.Computer corner with internet surfing facility has been introduced for students in the library.
- 9.A book bank for poor students has been opened.

Seminar/workshop/Research :

1. In last five years six numbers of UGC sponsored national Seminar and one international seminar have been organized.
2. One district level workshop on NAAC accreditation and one state level workshop on new process of assessment and accreditation have been organized .
3. One state level workshop on practical anthropology have been organized .
4. Two numbers of major projects and nine numbers of minor projects have been completed.

Human Resource Development :

1. Numbers of Ph.D and M.Phil holders have increased from 06 to 26 and 12 to 21 respectively.
2. Workshop on Assamese Modern song, Yoga and Sports have been being organized for students.

B. Administration :

1. Technology upgradation is done in administrative works. Salary, admission, form fill up and all examination matters have been computerized and done online.
2. Radio Frequency Identification Detector (RFID) has been installed in the library which expedites the works of issue and receiving of books.
3. The connectivity among various departments and office branches is facilitated through installation of intercom system.

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 7

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	1	1	1	1

File Description

Document

Report of the event

[View Document](#)

List of gender equity promotion programs organized by the institution

[View Document](#)

7.1.2

1. Institution shows gender sensitivity in providing facilities such as:

1. Safety and Security
2. Counselling
3. Common Room

Response:

Morigaon College takes the issues of gender sensitivity as a focal concern . Being a co educational institute, the issue of gender is addressed in proper way and the college shows gender sensitivity in the following areas:

a) Safety and Security

Morigaon College has constituted a Grievance Redressal Cell basically for safety of girl students. Grievance Redressal Cell takes up the issues mainly related to girl students of the college. Apart from this another Cell namely 'Sexual Harassment' Cell is there in the College to sensitize girls on gender sensitive issues. This Cell is working in accordance with the prevention of 'Sexual Harassment Act' of 2013. A complaint box is provided in front of the Girls' Common room and if a girl student faces any sensitive situation, she has the opportunity to complain and the college has arrangements to address such issues. There are CCTV cameras installed in every building including library, canteen and others so as to ensure security against sexual harassment and other related offences. As part of ensuring security to girl students, a self-defense programme has been started by the IQAC. The main idea behind this programme is not to

take law in own hands but to protect oneself from any kind of adverse situation as might arise. This course highly enhances the confidence of the girl students of the college and they are mentally prepared to face all situations on their own in day to day life.

b) Counseling:

The college authority tries its best to give proper guidance and counseling to its large number of girls students. 'Morigaon Mahavidyalaya Mahila Mancha' the women's forum of the college is working as a guiding and counseling organization of the College to promote gender equality and gender sensitization. Besides this, the Principal of the college addresses the students before the commencement of a new session and makes them aware of the discipline of college, students' relationship, respect for women, responsible behavior for gender equality etc.

The mentors also offer counseling to the students on gender sensitive issues. The students are made aware of different safety mechanisms provided by the government, viz. government helplines etc. to ensure security of women and girls.

C) Common Room:

The College has two well furnished and well ventilated Common Rooms for girls—one near the Arts' Building, which can be used by all girls and another in Science Block for science students. Bathroom and sanitation facilities are there inside both the Common Rooms. A lady teacher is entrusted as in-charge to monitor on matters of cleanliness and available facilities of the said Common Rooms. A secretary of Girls' Common Room is democratically elected by the students during College election. As health and hygiene of girls are given utmost priority, therefore certain befitting provisions are made in the common room. The common room secretary keeps stock of sanitary napkins in the room itself which can be used by the students.

File Description	Document
Any additional information	View Document

7.1.3 Alternate Energy initiatives such as:

1. Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 65.75

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 50

7.1.3.2 Total annual power requirement (in KWH)

Response: 76.049

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 28.25

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 5.040

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 17.840

File Description	Document
Details of lighting power requirements met through LED bulbs	View Document

7.1.5 Waste Management steps including:

- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

Morigaon College has a proper management system for dealing with waste generated by various sources. The college adopts the following mechanisms for mangment of solid, liquid and e-waste :

Solid waste management:

The college has provision for dumping and removal of solid waste system on contract basis. When needed the college informs contractors for removal of solid waste and it is done according to the agreement with the contractor. Besides this, the college has part time cleaner and they regularly clean the college campus. Apart from this Dustbins are also placed in each department. Blue dustbins are placed for dry waste such as paper, damaged items, old files etc. Green dustbins are placed for wet waste items basically for laboratory items. Waste products of the college canteen are also collected in the green dustbins. Moreover, there are cemented bins constructed in the campus. Dried leaves, twigs etc are collected and dumped in these bins so as to produce manure.

Liquid waste management:

The soil of Morigaon College is sandy for which water logging problem does not arise. The college campus remains dry throughout the year. College has a big pond inside the campus. In the rainy season the pond absorbs the excessive water of the campus. Apart from this, the Liquid waste of the College campus is drained out through municipal drainage system. The drains of college campus are well connected with municipality drains. The college campus is maintained with proper drainage system so that liquid waste or rain water logging does not occur.

E-waste management:

Flip-flops, memory chips, motherboards, compact discs, cartridges etc. generated by electronic equipments such as computers, printers, and photocopy machines are handed over to concerned and competent third party for recycling. Sometimes, instead of buying new machines, buy back option is considered. The e-waste generated from hardware which cannot be reused or recycled is disposed off through authorized vendors.

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

Morigaon district receives rainfall in abundance especially from the month of April to September. Ground water is available at a depth of 8-10 ft. There are a number of water bodies in the region. As such, the rural masses are not much aware of the necessities of rain water harvesting. But, in keeping with the world-wide scenario of scarcity of potable water, the college has set up a micro-model for rainwater collection and subsequent utilization in the Department of Zoology. Through this system, rain water is collected in a tank and later used in the zoology laboratory for meeting necessary requirements. However, rainwater harvesting strategies will be introduced in the college by the year 2022 and is a part of the strategic plan. According to the strategic plan, the college would arrange for setting up rain water harvesting structures in every building so that 60% of the water requirement of the college is met through this process. Moreover, to sensitize students on the matter, self-introspection is encouraged so that unhealthy practices leading to wastage of water could be identified and prevented by the students themselves. As an initiative towards raising awareness on the issue, the college organized a short-film competition among the students in the session 2017-18 on the theme "Save Water, Save Life" where students participated to express their responses on the issue in a creative manner.

7.1.7 Green Practices

- **Students, staff using**
 - a) **Bicycles**
 - b) **Public Transport**
 - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

The authority as well as the staff and students of Morigaon College are highly conscious towards the maintainance of a green campus. Tthe practices adopted by the college community are as follows:

Students, Staff using

1. Bicycles:

40% students of Morigaon College use Bicycles and 10% teaching and non-teaching staff use Bicycles.

1. Public Transport :

30% students and teaching and non teaching staff uses public Transport. For students commuting from distant areas, public buses, mini passenger vans are frequently available during college hours. the college is situated along the main road of Morigaon town. As such, its location, offers a convenient stoppage for public vehicles.

1. Pedestrian Friendly Roads:

A large number of students from nearby areas, come to the college on foot. The College is well connected by Pedestrian friendly roads of PWD of Assam govt. The College stands amidst pedestrian friendly roads on its four sides.

- Plastic free campus:

On 5th June, 2017 the college organized World Environment Day and took pledge to maintain the college campus as plastic free campus. Now college uses environment friendly disposable items only, as and when necessary.

- Paperless office:

The College is trying its best to hold the status of a paperless office. Notice related to students and all communications between staff and office is maintained through e-mode. Students notice is displayed in electronic notice board. Government correspondence is also done in e-mode. E tendering is maintained by the college authority as an attempt at maintaining paperless office.

- Green landscaping with trees and plants:

Since the last few years the college is organizing plantation programmes within the campus. Presently the college has beautiful scenic greenery receiving appreciation from all. The college has one green house filled with rare medicinal plants. Apart from this there is one Botanical garden, one fruit garden within the campus. The entire campus boundary is planted with *neem* tree. In the last two years the college organized plantation programmes in nearby village and about 500 trees were planted under this programme. Anti-Global Warming Society, a Morigaon based NGO, in association with the college planted trees in the college campus.

File Description	Document
Any additional information	View Document

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 7

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
10.89355	29.14	7.86	1.8878	0.445

File Description	Document
Green audit report	View Document
Details of expenditure on green initiatives and waste management during the last five years	View Document

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: C. At least 4 of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document
link to photos and videos of facilities for Divyangjan	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 22

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
5	4	4	5	4

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 22

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
5	4	4	5	4

File Description	Document
Report of the event	View Document

7.1.12

Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes	
File Description	Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	View Document

7.1.13 Display of core values in the institution and on its website	
Response: Yes	
File Description	Document
Provide URL of website that displays core values	View Document

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations	
Response: Yes	
File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document
Any additional information	View Document

7.1.15 The institution offers a course on Human Values and professional ethics	
Response: No	
File Description	Document
Provide link to Courses on Human Values and professional ethics on Institutional website	View Document

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions	
Response: No	
File Description	Document
Provide URL of supporting documents to prove institution functions as per professional code	View Document

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 12

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	4	4	1	1

File Description

Document

List of activities conducted for promotion of universal values

[View Document](#)

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

The college celebrates various festivals and observes days of national and regional importance throughout the year. Diwali, Holi, Saraswati Puja, Vishwakarma Puja etc are celebrated in the college.

Independence Day and Republic Day are observed with patriotic zeal in the college. Apart from hoisting the national flag by the Principal, the NCC unit of Morigaon College participates in parade organized by the District Administration. Gandhi Jayanti is observed to commemorate the sacrifice of the 'Father of the Nation' along the path of non-violence.

Swahid Diwas is observed every year by Morigaon College Students Union and floral tributes are offered to venerate the sacrifice of the martyrs who laid down their lives for the sake of language and identity.

On 5 September, Teachers' Day is observed in the college to mark the birth anniversary of Dr. Sarvepalli Radhakrishnan. International Women's Day is celebrated every year on 8 March by Morigaon Mahavidyalaya Mahila Mancha to highlight the achievements of women in various fields. Theme based 'talks' are organized with a clarion call to accelerate gender equality and equity. A new issue of Sankhadhwani—the annual wall magazine of the Mancha is inaugurated on International Women's Day.

Mahapurusha Srimanta Sankaradeva—the saint, philosopher and preacher of egalitarianism is regarded as the architect of the Assamese society. The college observes Tithi of Sankaradeva every year with religious and devotional fervour. Apart from Tithi of Sankaradeva, Tithi of Madhavdeva is also observed.

Dr. Bhupen Hazarika—a global figure and the legendary musician of Assam is venerated across the nation. The college observes the birth and death anniversary of Dr. Hazarika every year. A bust statue of Dr. Hazarika has been erected in the college where floral tributes are offered on the said days. Rabha divas is observed to commemorate the contributions of Bishnu Prasad Rabha—the fiery revolutionary and cultural icon—towards Assamese life and culture.

Theme based activities are undertaken on World Environment Day and plantation programmes are organized to raise awareness on protecting the environment which is degrading fast day by day.

The college observes International Yoga Day under the aegis of the IQAC in collaboration with 'Patanjali Yog Samiti'. The teachers and students participate in large numbers in the workshop which is aimed at improving the health of the participants with breathing exercises and asanas. Workshop on Yoga is conducted and so arranged that the closing day of the workshop falls on 'International Yoga Day'.

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

The governing body is the apex administrative body of the college. It is the highest decision-making body in all matters—administrative as well as academic. To ensure transparency in the functioning of financial, administrative and academic affairs, the Governing body is formed with representatives from various sectors—teachers, parents and guardians, non-teaching staff and stakeholders, along with a renowned scholar of the affiliating University as the President and the Principal of the college as the Secretary. All decisions in the Governing Body are taken through proper consultation and discussion with the members.

Transparency in Financial matters: To ensure transparency in financial matters internal and external audit is conducted by the college yearly. Government audit and UGC audit are also conducted regularly.

Transparency in Academic matters: a) Admission: Morigaon College offers online admission to the UG and PG candidates. The process of admission is strictly based on merit. Transparency is maintained with regard to fee-structure. The fee-structure is published in the prospectus and also made available in the college website. Online fee payment ensures transparent transaction. Counselling with guardians and students are held at the time of admission and related queries are addressed.

b) Examination and Evaluation: The students and faculty members are familiarized with the examination regulations of the affiliating university. Workshops are held from time to time to acquaint the students with the examination related matters under the semester system. The evaluated class tests, answer sheets of sessional examinations, projects and assignments are shared with the students and feedback is given by the faculty for further improvement of students' performance.

Regular inputs are taken from faculty and staff through meetings of the Academic Committee and Teachers' Unit on matters of admission, academics, examination, procurement, administration, maintenance etc. Meetings of the IQAC and different committees are held from time to time to ensure transparency, accountability and corrective measures.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

BEST PRACTICES-I

Title of the Practice: Learning through Spiritual Development

Objectives of the Practice: Morigaon College has adopted the practice of learning through spiritual development keeping in view the following objectives:

- ? To provide the students a spiritual environment in the college congenial to academic development.
- ? To impart moral teachings to the students for character building and controlling of conduct and behavior with the experience of spiritual learning.
- ? To engender in the students a sense of responsibility and duty towards the society.
- ? To teach the students, the values of national integration and patriotism thereby moulding them as future citizens of the country.
- ? To enhance the spirit of tolerance among the students.

The Context: An institution of higher education has its major objective in imparting knowledge and ideas. At the same time, such an institution conforms to its vision and mission to achieve the desired goals successfully. Morigaon College is no exception in this regard. The college gives utmost priority to offer the best education to its students. The college believes that attaining a degree or certificate from a university is not the ultimate objective of a student. Character building and cultivating human values is also a vital objective of higher education. To reach this goal, Morigaon College puts emphasis on learning through spiritual development. According to Indian belief-systems, behavioral reforms can be achieved through spiritual teaching only. The increasing rate of crimes, violence against women and juvenile crimes—all bear testimony to the fact that the young generation is in need of moral and spiritual education. From the appalling 'Nirvaya' episode of Delhi to the lynching of Abhi-Neel in Assam, a number of crimes are associated with the youth. Being a higher education institute, Morigaon College cannot ignore its social responsibility of providing proper and well directed education to the young minds. To achieve this objective, the college is adopting the spirit of learning through spiritual development. Right from the moment of entering the college gate, a student gains spiritual consciousness and college takes every care to make them feel so. Through this practice, the college is striving to give the students quality education, a degree as well as a spirited environment to develop morality and good character.

The Practice: Keeping academic upgradation and moral edification of the students in view, Morigaon College has adopted learning through spiritual development as one of its best practice. Spiritual development is achieved through inculcation of values such as love, compassion, patience, tolerance, forgiveness, sacrifice, contentment, harmony, responsibility, self-esteem and concern for others. This

practice echoes the words of Swami Vivekananda that, “Education is not the amount of information that is put into your brain, undigested all your life. We must have life-building, man-making, character-making assimilation of ideas. If you have assimilated five ideas and made them your life and character, you have more education than any man who has got by heart a whole library.” There is a general tendency of identifying education with academics solely. Students are taught to study science but not the science of life, they are taught to read and memorise history but not to create history. An educational institution which can not address the much needed issues related to educating young minds, cannot succeed in its basic objective. Morigaon College is aware of this factor and is offering its students quality education alongside social sensitization through inculcation of morality and spirituality.

Morigaon College gives its students an environment where they can attain learning through spiritual development. In the morning, classes start at 9 am. The college has cleaners and by 8.30 am, they clean the entire college campus. When a student enters the college in the morning its cleanliness gives a mind refreshing atmosphere which in turn, motivates the students to concentrate on their studies.

Stepping into the college campus, the first thing the students can notice is a white board presenting the ‘Thought for the day’. Quotations, thoughts and wise sayings on moral conduct and education by scholars, saints, philosophers across the world are displayed on the board. With the reading of such quotes, a student attains spiritual, ethical and moral enlightenment.

On reaching the veranda of the main building, the students next notice *Deepa* (lighting of earthen lamps) on both side of the entrance along with incense sticks. The *Deepa* and incense sticks create a spiritual atmosphere which completely refreshes the body and soul of a student.

The regular class of Morigaon College starts at 9 am and at 8.55 am the National anthem or the state anthem is played on the central sound system. The central sound system covers the entire college campus and so students in every nook and corner of the college can hear the anthem. This is the time for Morning Prayer. Taking into account the diversity of the students of different religions, caste and creed, the college does not play any religious prayer during that time. Instead, the state anthem of Assam (*o mur apunar desh* – composed by Lakshminath Bezbarua) or the national anthem of India is played. At the time of playing of the state or the national anthem, the students and the teachers stand erect in their place. This activity certainly develops a spirit of patriotism and a sense of national integrity and togetherness among the students.

After this the regular classes start and the students enter their classroom with a positive and spirited mind for the days’ proceedings.

Evidence of Success:

Morigaon College considers learning through spiritual development to be a best practice of the institution. It has a lot of positive effect on the academic and other associated areas which are very distinctive.

First, spiritual learning has its impact on academic field. The practice of learning through spiritual development directly puts impact on concentration of students. This is ultimately reflected in the result of the college. The study of the last five years’ result shows that the pass percentage of the college is always higher than that of the university as a whole.

Second, with the adoption of this practice the behavior and conduct of the students have massively changed

which is a prime objective of the practice. In the last five years Grievance Redressal Cell, Sexual Harassment cell, Anti-ragging Cell of Morigaon College received very few complaints. This is considered as the result of moral learning and a direct outcome of the practice which is a tremendous achievement for college in maintaining good academic environment.

Third, in college functions such as Freshers' social, College week, Students' Union Election and in celebration of various festivals, the students show discipline and earnest sincerity and attention which is acclaimed by the guests (who are invited to the college as resource-persons/speaker on different occasions) and society of Morigaon.

Being a co-educational institute, Morigaon College has almost equal number of male and female students. The students display a sense of love, compassion, patience, tolerance. Concern for others and respect for women is reflected in their behavior and conduct. This is another positive result of the practice.

Problems Encountered and Resources Required:

There are constraints and limitations in every system. The practice of learning through spiritual development adopted by Morigaon College is also no exception in this regard. Every year, a large number of students get their names enrolled here in three Streams—Arts, Science and Commerce. To bring all the students together at the same time, for this specific purpose is not an easy task. It has its distinctive challenges. Nevertheless, all challenges are to be welcomed while realizing an activity that aims at moral and spiritual edification of the student community.

NOTES

A person without moral education is a flower without fragrance. Learning through spiritual development is an activity that should be introduced in every educational institution either through specific courses or daily practices to inculcate moral and spiritual values. Morigaon College has taken an appreciable step by introducing this practice and this could be emulated by other colleges as well.

BEST PRACTICES—II

Title of the Practice: **ANNUAL BOOK FAIR IN CAMPUS**

Objectives of the Practice:

The book fair organized yearly under the aegis of Morigaon College, aims at infusing a 'culture of reading' among the students of the college in particular and the rural youth in general.

Another objective of the fair is to make reading a fascinating and absorbing activity, to control the growing fascination of the students for smart phones and other electronic gadgets.

"A reader lives a thousand lives before he dies." writes George R.R. Martin. This practice is also aimed at moulding the minds of the young generation through the wealth of knowledge offered by the world of books.

The practice aims at mental stimulation, stress reduction, knowledge acquisition, vocabulary expansion, improving concentration and strengthening analytical and reasoning skills of the students through the habit

of reading.

The Context: Morigaon College is situated in a rural backdrop where the economy is largely agro-based. A large number of students are first generation college goers. There are only a few book stores in Morigaon town and one district library. The stock of the latter largely comprises of books in local Assamese language. To avail the facilities of a well equipped book store/library, the students of the region have to travel to Guwahati. This proves to be a cumbersome and tiring task. Moreover, the book stores in Morigaon town provide syllabus oriented text/reference books only. Book fairs are seldom held in Morigaon District. Therefore, to foster the charm of reading of books among the rural youth, the college organizes a book fair yearly during Freshers' Social or College Week. The fair is held by the college authority in close association with Gurucharan Medhi Central Library and Morigaon College Students' Union. This practice was started in the year 2015.

The Practice: To organize the annual book fair, initiative is taken by the college authority and staff of Gurucharan Medhi Central library. The fair is held in the college campus and a number of publishers are invited to participate in the book fair, which starts on the inaugural day of Freshers' Social/College Week. Jagaran Sahitya Prakashan, Eastern Book House, Purbanchal Prakash, Nivedita Book Distributors, Oxford University Press, Lakshi Publishers, New Delhi, Mittal Publication, Bani Prakashan and others, are regular participants of the book fair. Apart from prescribed texts and references, a large number of books on literature, science, living values, management sciences, commerce, best sellers, classics, dictionaries, encyclopedias, research-oriented books, competitive examination guide books, fiction and others are offered to the visitors. The students get an opportunity to explore the wealth of a wide array of books in different languages viz. English, Assamese, Bengali and Hindi. Different departments of the college also get an opportunity to purchase necessary books which are thereafter stocked in Gurucharan Medhi Central Library.

On 10 and 11 September, 2015, the book fair was organized for the first time along with Freshers' Social. Mr. Mukunda Nath Hazarika, retired faculty member of Kampur College and senior reporter, inaugurated the book fair on 10 September. On 2016, the fair was organized from 24—28 January and inaugurated by the Principal Dr. Lila Kanta Barthakur. Students from different colleges and schools located nearby visited and purchased books from the book fair. In the year 2017, the fair was held during Freshers' Social on 15 and 16 November. Mr. Haren Bora, Former MLA and eminent social worker inaugurated the fair on the first day of Freshers' Social. In 2018, the fair was held during Freshers' Social on 7 and 8 September. It was inaugurated by Mr. Pratap Hazarika, President, All Assam Rural Libraries Association and senior journalist. During the inaugural programme, the students are exhorted to inculcate reading habit for better thinking and better living.

Evidence of Success: Taking into account the overwhelming response on the part of the students in the first year of book fair, the college authority decided to open the fair to students of all colleges and schools in Morigaon town. With the broadening of the target group in the succeeding year, the number of visitors increased substantially. The growing number of visitors is in itself an evidence of the success of this practice initiated by Morigaon College. It is a healthy step taken by the college in striving to build a book-loving society. College library is benefitted by the book fair as it gets an opportunity to update its stock. The stock of library books has substantially increased and it provides an opportunity to the teachers of various departments to select the required and necessary books for the use of students. Above all, the most positive impact of this practice is reflected in the increasing number of library users. Students' participation and classroom interaction has considerably increased with the increase in concentration, analytical and reasoning skill fostered through reading.

Problems Encountered and Resources Required: Most of the publishers and booksellers are Guwahati based. For expansion of the domain and range of books, publishers of other states are yet to be attracted. Constraint of space is another problem encountered in organizing the book fair as classrooms and halls are used to display the books. A wider space would make the fair more attractive. The duration of the book fair needs to be increased so that the visitors get ample time to browse through the books. The fund provided for organizing the fair needs to be increased for holding the fair on a grand scale.

NOTES

This is a healthy practice aimed at promoting reading habit among the youth. Comprehension skills and ability to articulate thoughts are improved through reading. This practice could be adopted by other educational institutions as well. Moreover, Morigaon College could work in collaboration with other colleges of Morigaon town in organizing the fair on a larger scale.

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

Morigaon College, established on 1st July, 1964, has been the first institution of the district of Morigaon for educating the young minds of the region. It has its set goals and dreams motivated by the vision of the local stakeholders who initiated to materialize it half a century ago. The articulated vision of the institution is to promote knowledge through quality education with a view to developing the human resource of the region for contributing to the process of nation building. Morigaon College is located in the erstwhile Morigaon sub-division of Nowgong district of Assam, which became a district on 29th of September, 1989. The area of Morigaon is populated by a number of communities like scheduled tribes (ST), scheduled castes (SC) and other backward classes (OBC). Since its inception (in 1964), the institution has been disseminating knowledge of humanities, transforming the young minds in to assets of society. Scientific temperament has also been nurtured in the young minds of the region with the introduction of Science stream in 1985. In 2012 the Commerce stream was initiated in order to cater knowledge of commerce among the young minds of the region. From the very beginning, development of the human resources of the region has been the priority and thrust area of the institution. Developing the young minds in to assets is the prerequisite for peace, prosperity and happiness in a society. The college through the disciplines of Arts, Science and Commerce has been developing human resources, who in return contribute to the upliftment and enhancement of social happiness.

Popularising higher education with essential elements of humanistic development, scientific knowledge and temperament is an essential pre-condition for qualitative development of any society. Morigaon is a district with lots of retarding factors of development in spite of having lots of potentialities for rational upliftment with young human resources. For this great goal, the civil society of Morigaon with philanthropist ideology came forward to establish this college as a premier seat of higher learning and promoter of social and educational leadership among the people under public funded educational system.

Educational development encompassing environmental and social development is also a major underlying goal of this college. The socialistic pattern of development and love and respect towards public funded education system as visualized in the development model of Indian union was beautifully reflected in the goal of college. During 1960s, when empowerment of women in educational development was an infant idea, Morigaon College was established as a co-educational institute which reflects the goal of harmonious development of the youths of the society. The college, which had 58 students in 1964 in the Arts stream has 1626 students in the three streams of Arts, Science and Commerce in both UG and PG levels in 2018; it clearly proves the quantitative as well as qualitative development of this college.

Quality higher education in backward region has immense role for overall development of the society. Social stratum of the district of Morigaon purposefully expresses the need of expansion of higher education. Lifting the great motto of Nation Building through holistic linkage of quantitative and qualitative expansion of higher education, Morigaon College has been relentlessly marching ahead. This Goal is arranged as a continuous process. Each and every day for the college is bearing a newer challenge for inculcating human resource development. It is fact that Morigaon College is situated at a rural and agricultural environment. It is surrounded by villages. Most of the students come from agriculture background. The industry and commercial linkage are very much limited in this region for its development. An overall sustainable development through expansion of quality higher education is a major thrust area of the activities of the college. Since its inception, the college has been contributing a good number of students for the appropriate development of the society and the economy. Various developmental areas like social economic, cultural, and political have been beatifically demonstrating the impact of quality education of Morigaon College. The regional development and cultural reorientation under the holistic impact of higher education is clearly seen in the expansion of higher education boosted by Morigaon College.

The objectives of the College throw the light in the desirable development of quantitative and qualitative performance of higher education. As a college in a backward district like Morigaon, Morigaon College has been showing its best performance in the following heads:

- Quantitative and qualitative expansion of Higher Education
- Socio-economic, cultural and political development of the region
- Development of the rural masses
- Generating the concept of woman empowerment
- Poverty reduction and popularizing alternative sources for capital development
- Employment generation and popularizing self-employment
- Holistic regional development
- Better utilization of natural capital
- Youth empowerment and engagement in proper work culture
- Generating nation building spirit among masses
- Love and respect towards the dignity of labour
- Rural empowerment and integrated rural development

During the last 5 years, the college has produced 1365 graduates who are also contributing in the social and academic life of Morigaon and other parts of the country, and thereby contributing in the process of nation building.

5. CONCLUSION

Additional Information :

The college has various activities which are undertaken and performed at departmental and individual level:

Morigaon College Retired Employees' Forum was formed on 13 May, 2017 with an eleven member executive body.

Two research scholars, under **guideship of Dr. Arunima Sarma, Associate Professor, Dept. of Chemistry, Morigaon College** submitted their Ph.D theses on 20 September, 2018 to Gauhati University.

Gurucharan Medhi Memorial Lecture is organized every year by the Teachers' Unit to commemorate the founder principal of the institution, Late Gurucharan Medhi.

The college works in cooperation with the government and the district administration, viz. **external evaluators in Gunotsav Program, officials in updating of NRC; election officers;** and others.

A total of seven (07) **UGC sponsored national and international seminars/conferences** were held at Morigaon College during the last five years.

The College participated in Namami Brahmaputra Festival (five day programme), organized by the govt. of Assam from 31 March to 2 April, 2017.

The college publishes its half-yearly newsletter, "**Chronicle**", documenting the activities of the institution.

The Best Library User Award is presented by Gurucharan Medhi Central Library on the basis of the frequency of use of library resources by the students.

The **Best Graduate Award** is given to the toppers of Arts, Science and Commerce Stream by the Teachers' Unit, Morigaon College so as to attract the students towards academics.

Dhaneshwar Kalita Memorial Award and **Narendra Nath Bhagowati Memorial Award** are presented to the toppers of Zoology and Mathematics Department respectively.

The Teachers' Unit and Morigaon Mahavidyalaya Mahila Mancha felicitate their members on completion of M.Phil and Ph.D. degrees.

There is a **tourist information centre** in Morigaon College run under the initiative of the Dept. of History.

As part of **emergency services**, the college provides 24 hours' ambulance service; motor boat service during flood-relief and a stepladder for emergency exit from buildings, in case of fire.

There is a **college anthem** written and composed by two teachers of the college and performed during important occasions.

There are different **departmental publications** including magazines, research journals and newsletters

viz. *Drishtibhangi, Satadal, Economic Mirror, Aranya, Shrutaswini, Anthropic* etc.

Concluding Remarks :

In keeping with its mission and vision statement, the college is pledged to imparting quality education for the upliftment of the rural youth and rendering yeoman's service for development of the society through various extension activities. Starting from the time of admission, the college provides a congenial atmosphere to the students for moral, emotional and intellectual development.

Discretionary powers are vested upon the Governing Body which is also the prime decision-making body. The Principal is the administrative head of the Institution. He is closely assisted by the Vice-Principal who is entrusted with the responsibility of monitoring the classes. The Head of the Departments ensure smooth running of classes. The Students' Union Body is responsible for monitoring and maintaining students' conduct as specified in the 'Code of Conduct'. The various cells and committees discharge their responsibilities as entrusted. Administration is decentralized at every level so as to involve everyone in the overall functioning of the college.

There is an Admission Committee formed yearly, to look after the admission process right from preparation of merit list to students' counselling. Admission is allowed on the basis of merit only.

There are two hostels to accommodate the students commuting from distant and remote places. 'Swahid Mudra Patar Boys' Hostel' has an accommodation capacity for thirty (30) students. 'Swahid Giribala Deka Girls' Hostel' accommodates 100 students. Admission to the hostels is allowed on the basis of merit and distance from home to the institution.

The IQAC comprises of stakeholders from different sectors. The basic objective of the IQAC is to ensure continuous improvement in the overall operations of the institution.

The examination committee conducts the degree examinations as per the schedule fixed by Gauhati University. There is an IUMS (Inter-University Management System) coordinator who coordinates between the college and the affiliating University and looks after examination, enrolment, registration and evaluation related issues.

The various mechanisms adopted by the college for its overall functioning are aimed at promoting knowledge through quality education, thereby, fortifying a new generation and shaping them as valuable human resource for posterity.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.1.3	<p>Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years</p> <p>1.1.3.1. Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>6</td> <td>6</td> <td>5</td> <td>5</td> <td>5</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>2</td> <td>0</td> <td>0</td> <td>3</td> </tr> </tbody> </table> <p>Remark : Teacher participating in various bodies apart from BoS and Academic council cannot be considered under this metric hence reducing the number based on the proof provided.</p>	2017-18	2016-17	2015-16	2014-15	2013-14	6	6	5	5	5	2017-18	2016-17	2015-16	2014-15	2013-14	0	2	0	0	3
2017-18	2016-17	2015-16	2014-15	2013-14																	
6	6	5	5	5																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
0	2	0	0	3																	
1.2.2	<p>Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented</p> <p>1.2.2.1. Number of programmes in which CBCS/ Elective course system implemented.</p> <p>Answer before DVV Verification : 22</p> <p>Answer after DVV Verification: 21</p> <p>Remark : Elective courses cannot be more than the total number of courses, hence reducing the number.</p>																				
1.2.3	<p>Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years</p> <p>1.2.3.1. Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>107</td> <td>106</td> <td>85</td> <td>14</td> <td>11</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>107</td> <td>106</td> <td>84</td> <td>14</td> <td>11</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	107	106	85	14	11	2017-18	2016-17	2015-16	2014-15	2013-14	107	106	84	14	11
2017-18	2016-17	2015-16	2014-15	2013-14																	
107	106	85	14	11																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
107	106	84	14	11																	

1.4.1	<p>Structured feedback received from</p> <p>1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus- Semester wise/ year-wise</p> <p>Answer before DVV Verification : D. Any 1 of the above</p> <p>Answer After DVV Verification: D. Any 1 of the above</p>																				
2.1.1	<p>Average percentage of students from other States and Countries during the last five years</p> <p>2.1.1.1. Number of students from other states and countries year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 589 1046 723"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>1</td> <td>2</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 801 1046 936"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0</td> <td>1</td> <td>2</td> <td>0</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	0	1	2	0	0	2017-18	2016-17	2015-16	2014-15	2013-14	0	0	1	2	0
2017-18	2016-17	2015-16	2014-15	2013-14																	
0	1	2	0	0																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
0	0	1	2	0																	
2.2.3	<p>Percentage of differently abled students (Divyangjan) on rolls</p> <p>2.2.3.1. Number of differently abled students on rolls</p> <p>Answer before DVV Verification : 10</p> <p>Answer after DVV Verification: 7</p>																				
3.3.2	<p>The institution provides incentives to teachers who receive state, national and international recognition/awards</p> <p>Answer before DVV Verification : Yes</p> <p>Answer After DVV Verification: No</p> <p>Remark : No proofs are attached to support the claim hence editing the option.</p>																				
3.3.4	<p>Number of research papers per teacher in the Journals notified on UGC website during the last five years</p> <p>3.3.4.1. Number of research papers in the Journals notified on UGC website during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 1731 1046 1865"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>3</td> <td>2</td> <td>2</td> <td>1</td> <td>3</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 1944 1046 2078"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>3</td> <td>1</td> <td>2</td> <td>1</td> <td>3</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	3	2	2	1	3	2017-18	2016-17	2015-16	2014-15	2013-14	3	1	2	1	3
2017-18	2016-17	2015-16	2014-15	2013-14																	
3	2	2	1	3																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
3	1	2	1	3																	

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

3.5.2.1. Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	0	0	0

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	0	0	0

4.2.3 Does the institution have the following:

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases

Answer before DVV Verification : B. Any 3 of the above

Answer After DVV Verification: C. Any 2 of the above

Remark : As per the proof provided the numbers have been edited.

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

4.2.4.1. Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
11.78	0.98	0.51	4.43	6.88

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14

11.78	0.82	0.38	4.43	6.88
-------	------	------	------	------

Remark : The numbers have been edited as per the proof provided.

4.2.6	<p>Percentage per day usage of library by teachers and students</p> <p>4.2.6.1. Average number of teachers and students using library per day over last one year Answer before DVV Verification : 488 Answer after DVV Verification: 160</p> <p>Remark : The proofs are insufficient to support the claim hence the numbers are edited as per the proof given.</p>
4.3.3	<p>Available bandwidth of internet connection in the Institution (Lease line)</p> <p>Answer before DVV Verification : 20-35 MBPS Answer After DVV Verification: <5 MBPS Remark : As per the proof.</p>
5.1.3	<p>Number of capability enhancement and development schemes –</p> <ol style="list-style-type: none"> 1. For competitive examinations 2. Career counselling 3. Soft skill development 4. Remedial coaching 5. Language lab 6. Bridge courses 7. Yoga and meditation 8. Personal Counselling <p>Answer before DVV Verification : C. Any 5 of the above Answer After DVV Verification: E. 3 or less of the above Remark : As per the proof the options have been edited.</p>
5.1.6	<p>The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases</p> <p>Answer before DVV Verification : Yes Answer After DVV Verification: No</p>

Remark : The given link is not working hence the option is been edited

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ 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: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
2	9	6	22	15

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
2	2	6	16	1

5.2.3.2. Number of students who have appeared for the exams year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
3	10	8	25	17

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
3	10	8	25	17

Remark : Students qualified in the year 2012 cannot be accepted under this metric, hence the proof has been edited based on the certificates provided.

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

5.3.3.1. Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
6	14	7	6	6

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
10	14	6	6	6

5.4.3	<p>Number of Alumni Association / Chapters meetings held during the last five years</p> <p>5.4.3.1. Number of Alumni Association /Chapters meetings held year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 389 1046 524"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>1</td> <td>2</td> <td>1</td> <td>1</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 602 1046 736"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>1</td> <td>2</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Remark : The alumni association was registered only in the year 2015-2016 so only the meetings conducted after the registrations can be accepted.</p>	2017-18	2016-17	2015-16	2014-15	2013-14	1	1	2	1	1	2017-18	2016-17	2015-16	2014-15	2013-14	1	1	2	0	0
2017-18	2016-17	2015-16	2014-15	2013-14																	
1	1	2	1	1																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
1	1	2	0	0																	
6.3.2	<p>Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years</p> <p>6.3.2.1. Number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 1133 1046 1267"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>2</td> <td>0</td> <td>1</td> <td>1</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 1346 1046 1480"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>2</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Remark : UGC grants cannot be accepted under this metric hence reducing the number.</p>	2017-18	2016-17	2015-16	2014-15	2013-14	0	2	0	1	1	2017-18	2016-17	2015-16	2014-15	2013-14	0	2	0	0	0
2017-18	2016-17	2015-16	2014-15	2013-14																	
0	2	0	1	1																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
0	2	0	0	0																	
6.3.4	<p>Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years</p> <p>6.3.4.1. Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 1917 1046 2051"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>6</td> <td>3</td> <td>7</td> <td>5</td> <td>4</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	6	3	7	5	4										
2017-18	2016-17	2015-16	2014-15	2013-14																	
6	3	7	5	4																	

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
6	3	7	4	3

Remark : Same teacher cannot be counted more than once in the same year, hence reducing.

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

6.4.2.1. Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
18.2	1.50	.45	6.24	0

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
0	1.50	.45	6.24	0

Remark : The number is edited as per the proof provided.

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

7.1.1.1. Number of gender equity promotion programs organized by the institution year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
3	1	1	1	2

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
3	1	1	1	1

Remark : As per the proof.

7.1.15 The institution offers a course on Human Values and professional ethics

Answer before DVV Verification : Yes

Answer After DVV Verification: No

	Remark : As per the proof the college does not offers any course on human values and professional ethics.																				
7.1.16	<p>The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions</p> <p>Answer before DVV Verification : Yes Answer After DVV Verification: No Remark : The given link is not working hence reducing the number.</p>																				
7.1.17	<p>Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years</p> <p>7.1.17.1. Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>4</td> <td>6</td> <td>6</td> <td>1</td> <td>1</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>4</td> <td>4</td> <td>1</td> <td>1</td> </tr> </tbody> </table> <p>Remark : The numbers have been edited based on the proof provided.</p>	2017-18	2016-17	2015-16	2014-15	2013-14	4	6	6	1	1	2017-18	2016-17	2015-16	2014-15	2013-14	2	4	4	1	1
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2	4	4	1	1																	

2.Extended Profile Deviations

Extended Profile Deviations
No Deviations