



SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

PANIGAON OM PRAKASH DINODIA COLLEGE

VILLAGE. PANIGAON, P.O. PANIGAON DIST. LAKHIMPUR, PIN-787052
787052

www.opdcollege.edu.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

October 2023

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

1.1.1. Introduction

Panigaon Om Prakash Dinodia College is a premier educational institution located in Lakhimpur district of Assam. In order to fulfil the aspiration of the local people, the College was established in the year 1984 under the accumulated efforts of a number of local social workers. Recognising the noble contribution made by Mr Om Prakash Dinodia, the College is named after him.

The College is affiliated to Dibrugarh University. The UGC has recognised the College under section 2(f) and 12-B on 23/07/1998 and 08.02.2001 respectively. The Government of Assam has awarded the grants-in-aid status to the College on January 11, 1996, and later it became a Govt. Provincialised College under the Assam College Provincialisation Act, 2005. It is a single streamed co-educational institution with eight departments- Assamese, Economics, Education, English, History, Philosophy, Political Science and Sociology. Since its inception, the College has been trying its best for the holistic development of the students. In addition to the regular curricular teaching-learning activities, the College arranges programmes and trainings on cultural, literary, debating, games and sports, march past, yoga, soft skills etc. Game and sports facilities are provided to students adequately. There is an indoor stadium, gymnasium centre and a large playground with a gallery facility. The College is also in steadfast effort to provide self-employment facilities and to foster entrepreneurship amongst the students. The College has introduced several add-on courses in order to fulfil these objectives. The College has a Career Counseling Cell which is in consistent efforts to provide training, information and other facilities for placement of the students. ISR activities covering Field Works, Surveys and Awareness programmes on Women Empowerment, Aids Awareness, Drug Abuse, Environmental Consciousness etc. are organized regularly by the College in the catchment area. The College has different cells and wings viz., Career Counseling Cell, Electoral Literacy Club, Green Club, Literary and Drama Club, Legal Literacy Club, National Social Service Unit, Women Cell, Psychological Counseling Cell, Yuva Tourism Club, Unnat Bharat Abhiyan Cell etc. to carry out such ISR and Extension Activities efficiently.

Vision

1.1.2. Vision of the college

To create an educational ecosystem of quality knowledge and optimum development of human resource for national and global requirement through all round development of the students.

Mission

1.1.3. Mission of the college

- Advocating and adjusting a curriculum to inject skills, knowledge, attitude and human psychology

based on equity principles.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Good infrastructure
- Located amidst greeneries with pollution free environment
- Clubs for developing of hobbies.
- Students' responsive flexible education system.
- Cells and Wings for Extension Activities and ISR.
- Dedicative Teaching and Non-teaching Staff
- Robust Management System
- Co-education
- Well Equipped Library Facility with INFLIBNET and e-resources
- Well-Equipped Games and Sports, Gymnasium and Yoga facilities

Institutional Weakness

- Limited teaching and non-teaching staff.
- Heavy workload
- Digital divide
- Less numbers of publications
- Limited Research activities
- Limited numbers of Add-on/Certificate/Diploma Courses

Institutional Opportunity

- Scope for innovation and e-learning
- Strengthening of skills: problem-solving and critical thinking
- Eco-friendly environment
- Gender neutrality
- Prospect for reducing digital gap
- Expansion of ICT Enabled Classrooms
- Solar energy plant, Water-harvesting plant, pisciculture, farming, horticulture, floriculture etc. can also be developed
- Scope to enhance employability
- Scope to introduce the courses on performing arts like, music, dance, drawing, playing musical instruments etc.
- Flexible academic environment to implement NEP
- Scope for introduction of more skill enhancement courses

Institutional Challenge

- Promoting research culture among the faculty and students
- Digital divide
- Locational disadvantage of the catchment area.
- Disadvantageous economic condition of students
- High drop-out rate.
- Consultancy activities
- Establishing linkage with industries

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

- The institution has a robust planning for curriculum delivery and documentation of the same.
- A variety of interactive exercises including in-class teaching, group discussions, Power Point presentations, surveys, tutorials, library visits, excursions, field visits, inter-departmental seminars, webinars, and remedial classes are adopted to make the curriculum effective for the students.
- The college adopts several other procedures to evaluate the students' proficiency or course outcomes. Some of them are home assignments, unit tests, class quizzes, and multiple-choice questions (MCQs) etc.
- In order to deliver programs as effectively as possible, an Academic Advisory Committee develops and monitors all the curricular planning and documentation activities at the institution in a way that includes a variety of activities that are pertinent to the planned curriculum of Dibrugarh University.
- Every department has its own Departmental Management Committee (DMC), which submits reports to the relevant HoDs, designs the course schedule of the department and distributes the course workload to the faculty members.
- To ensure that the course is distributed evenly among the faculty members and to keep records of it, the institution has put in place a documentation method so that each department receives an **Academic Activity Register (AAR), Teachers' Diary, Students' Attendance Register etc.**
- The curriculum of Panigaon OPD College covers a variety of topics and programs that integrate issues that are pertinent to professional ethics, gender, human values, environment and sustainability.
- Professional ethics are included in educational courses. The National Service Scheme (NSS), The Legal Literacy Club (LLC), Electoral Literacy Club (ELC) of the college have arranged several programmes, seminars, workshops etc. for this purpose.
- The Panigaon OPD College has a Women's Cell that focuses on Gender Equity and Women Empowerment.
- Percentage of students enrolled in certificate/ Value added courses is 11.26.
- 47.03 % of the total students undertook project work/fieldwork during the last five years.
- Percentage of full -time teachers with NET/SET/SLET Ph.D during the last five years is 43%.
- The IQAC of the College, under the Coordinator of the curriculum aspect subcommittee, collects feedback from the students, teachers, guardians and alumni of the college.

Teaching-learning and Evaluation

- The enrolment percentage of the students during the last five years is 82.7.
- Percentage of seats filled against seats reserved for various categories during the last five years is 100.
- Student full-time teacher ratio for the latest completed academic year is 16.83
- Student-centric methods, such as experiential learning, participative learning and problem-solving methodologies are used for enhancing learning experiences using ICT tools.
- Field trips to heritage sites, educational institutions etc. are organized to promote experiential learning.
- The College employs an interactive approach through oral and group presentations, discussions, debates, special lectures/seminars/conferences presentations to encourage greater participation and interactive learning.
- Brainstorming sessions are used to improve the problem-solving ability of the students.
- Use of ICT & e-resources by students is encouraged.
- Newsletters and Magazines are published to nurture creativity and other skills.
- The percentage of full-time teachers against sanctioned posts during the last five years is 94.17%.
- Percentage of full-time teachers with NET/SET/SLET/ Ph. D. etc. during the last five years is 26.55%.
- Remedial classes are also offered in various subjects to provide additional help.
- In addition to normal evaluation methods, prescribed by the University, teachers are given free a hand to design their own evaluation methods in order to encourage the students to participate in interactive sessions, group discussions, Power Point presentations, projects and assignments.
- The faculty addresses the rightful grievances of the students pertaining to the marks obtained in the internal assessment.
- The evaluated papers related to internal examination consisting of sessional tests, assignments, projects, etc. are returned to students with detailed remarks and suggestions.

Research, Innovations and Extension

- Grants received from Government and non-governmental agencies for research projects /endowments in the institution during the last five years is 17.22 lakhs.
- The Institution has created an ecosystem for innovations and has initiatives for the creation and transfer of knowledge. The Research and Development Cell, Annual Bulletin, Psychological Counseling Cell, the NSS Unit, the Unnat Bharat Abhiyan, Publication Cell, Yuva Tourism Club, Debate and Symposium Club, Drama Club, Legal Literacy Club, Electoral Literacy Club etc of the institution have been entrusted with such activities.
- 22 workshops/seminars/conferences including Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship are conducted during the last five years.
- 40 research papers are published in the Journals notified on UGC CARE and in UGC recognised journals year-wise during the last five years.
- 22 books and chapters in edited volumes/books published and papers in national/international conference proceedings year-wise during the last five years.
- 13 number of Awards and recognitions received for extension activities from government / government-recognised bodies during the last five years.
- 33 Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of the community during the last five years.
- 11 number of MoUs have been signed by the HEI with the neighbouring institutions.

Infrastructure and Learning Resources

- There are 23 normal classrooms for regular teaching-learning activities.
- Five classrooms are equipped with projectors and Wi-Fi facilities.
- There is one air-conditioned smart classroom with required facilities.
- TLMs like blackboards, chalks, LCDs, projectors, collar microphone, hands free microphones, sound systems, smart boards, etc. are provided in the classrooms as per the requirement.
- There is a laboratory for Education Department, a computer laboratory and a Resource Laboratory in the institution.
- The departments are provided with departmental computer to for the ICT classes, several classrooms, the Conference Hall, the Management Hall, the Principal's room, the IQAC room are also provided with ICTs.
- The college publishes a students' magazine annually. Departmental magazines, Wall Magazines are also published regularly in order to provide the students' increasing their writing ability.
- The college has a large playground within the college campus with RCC Gallery facility and an Indoor Stadium for games and sports facilities of the students.
- In institution has also set up a gymnasium and a yoga centre for holistic development of the students.
- The Library is automated with Integrated Library Management Software SOUL 3.0 along with a digital library vide the link.
- Expenditure for infrastructure augmentation, excluding salary during last five years (INR in Lakhs) is 58.54.
- The library has provided the Online Public Access Catalogue (OPAC) service to the students as well as the other members of the college for searching books by Title, Author, Subject name, etc.
- Over the last five years the library has procured 2826 books with a total expenditure of Rs.5,63,631.
- The library has subscribed to 8 printed journals and 4 newspapers and 6000+ e-journals under N-List.
- The Library has a collection of 14444 books.
- The college is equipped with CCTVs for proper surveillance of the campus.
- Number of computers available for students' usage during the latest completed academic year is 30.
- Percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years (INR in Lakh) is 11.3

Student Support and Progression

- Percentage of students benefited by scholarships and free ships provided by the Government and Non-Government agency during last five years is 78.85.
- 41.28 % of students benefitted from guidance for competitive examinations and career counseling offered by the Institution during the last five years.
- The Institution has a transparent mechanism for timely Redressal of student grievances including sexual harassment and ragging cases. It has formed an Anti-Ragging committee, an Internal Complaint Committee and a Grievance Redressal Cell as per guidelines of the statutory bodies and all these committees are functioning well.
- Number of outgoing students placed and / or progressed to higher education year-wise during the last five years is 18.66.

- Number of outgoing students year during the last five years is 434.
- *Percentage of students qualifying in state/national/ international level examinations during the last five years is 11.33.*
- Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national level during the last five years is 25.
- Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions) is 6.2.
- The Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities such as Students' Union, National Social Service (NSS) Unit, Internal Complaints Committee, Anti-Ragging Committee, etc.

Governance, Leadership and Management

- The Governing Body is the apex decision making body of the college
- In the institutional hierarchy, the Governing Body is followed by the Principal and thereafter the Vice-Principal and the Head of the Departments.
- The administrative process of the institution is decentralized and participatory in nature. The teaching and non-teaching staff of the institution have been engaged in different committees, cells and wings. They are a part and parcel of the decision-making process.
- Percentage of teaching and non-teaching staff participating in Faculty Development Programmes (FDP), Administrative Development Programmes, professional development /administrative training programs during the last five years is 43.22.
- The Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly. It forms various committees like the Budget Committee, Purchase Committee, Construction Committee, RUSA Monitoring Committee, Governing Body etc. for this purpose.
- The financial audit is conducted in two phases, both internal and external.
- Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching-learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities. The IQAC conducts activities of taking feedback, SSS, different kinds of audits, organizing extension activities, seminars, workshops, publications etc.

Institutional Values and Best Practices

- The college has formed a number of committees and undertaken measures from time to time to promote the sense of gender equity. These committees are: Internal Complaints Committee (ICC), Anti-Ragging Committee, Grievance Redressal Cell, Women Cell, Girls Hostel, CCTV, Psychological Counseling Cell etc. It also arranges popular talk on gender sensitization. There are separate common rooms for girls, boys and faculty members.
- A gender audit is conducted on the students and employees.
- The college regularly celebrates national and international commemorative days, events and festivals. A

detailed list of observations of the days is provided in the main report.

- The College has two best practices- 1. Eco-friendly, Green and Clean Campus and 2. Yoga and Meditation.
- Green & Energy Audit and other measures for environmental protection are undertaken by the College.
- The institutional distinctiveness is Inclusive Development. The Institution undertakes several initiatives to provide an inclusive environment for cultural, regional, linguistic, communal and socioeconomic harmony. It sensitizes students and employees regarding the constitutional obligations, values, rights, duties and responsibilities of citizens.
- Republic Day, Independence Day, Constitution Day, Voter's Day, International Women's Day, Girl Child's Day etc are annually and regularly organized by the college for sensitization of students and employees to the humanitarian and constitutional obligations.
- Moreover, the NSS Unit of the college conducts special camps in the associated or nearby villages.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	PANIGAON OM PRAKASH DINODIA COLLEGE
Address	Village. Panigaon, P.O. Panigaon Dist. Lakhimpur, PIN-787052
City	NORTH LAKHIMPUR
State	Assam
Pin	787052
Website	www.opdcollege.edu.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Suresh Dutta	03752-291260	9435185038	03752-291260	opdcollege52@yahoo.com
IQAC / CIQA coordinator	Babul Barhoi	091-9365254618	9101064701	03752-291260	bbarhoi.9876@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	

State	University name	Document
Assam	Dibrugarh University	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	23-07-1998	View Document
12B of UGC	08-02-2001	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				

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	Village. Panigaon, P.O. Panigaon Dist. Lakhimpur, PIN-787052	Rural	7.28	5312.939

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,HONOURS	36	Higher secondary	Assamese,English + Assamese	50	32
UG	BA,Economics,HONOURS	36	Higher secondary	English + Assamese	50	10
UG	BA,Education,HONOURS	36	Higher secondary	English + Assamese	50	39
UG	BA,English,HONOURS	36	Higher secondary	English + Assamese	50	4
UG	BA,History,HONOURS	36	Higher secondary	English + Assamese	50	26
UG	BA,Political Science,HONOURS	36	Higher secondary	English + Assamese	50	32
UG	BA,Philosophy,HONOURS	36	Higher secondary	English + Assamese	50	11
UG	BA,Sociology,HONOURS	36	Higher secondary	English + Assamese	50	33
UG	BA,English Assamese And Two Subjects From Economics History Education Philosophy Sociology Political Sc,GENERAL	36	Higher secondary	English + Assamese	150	0

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				7				17			
Recruited	0	0	0	0	3	4	0	7	7	7	0	14
Yet to Recruit	0				0				3			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				14
Recruited	11	2	0	13
Yet to Recruit				1
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
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				0
Recruited	0	0	0	0
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/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	2	0	0	0	3	0	5
M.Phil.	0	0	0	1	4	0	2	4	0	11
PG	0	0	0	0	0	0	5	0	0	5
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	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
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	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
UG	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
UG	Male	168	0	0	0	168
	Female	200	0	0	0	200
	Others	0	0	0	0	0

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

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	69	75	78	63
	Female	64	55	62	60
	Others	0	0	0	0
ST	Male	49	41	45	33
	Female	44	48	45	42
	Others	0	0	0	0
OBC	Male	45	45	47	30
	Female	49	53	58	56
	Others	0	0	0	0
General	Male	27	30	29	19
	Female	40	51	53	39
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		387	398	417	342

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	As far as the main criterion of NEP 2020 is concerned, the higher educational institutions should ensure implementation of multidisciplinary as well as interdisciplinary educational systems for better
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	<p>academic prospects of students. Panigaon Om Prakash Dinodia College has always strived for a multidisciplinary and interdisciplinary approach in its academic and co-curricular activities to achieve the goals as per the mission and vision of the institution. In its academic activities, students have to learn multidisciplinary courses such as Environmental studies Gender Studies, Human Rights etc. As the College comprises only of the Arts stream, it is challenging for the college to deal with the multidisciplinary as well as interdisciplinary provisions of NEP 2020. In spite of these challenges, through various collaborations with several institutions and agencies, the college has been trying its best to make the course more multidisciplinary in nature. In CBCS system, various multidisciplinary topics of Environmental Science are taught in the Ability Enhancement Compulsory Course [AECC]. Moreover, course contents of Skill Enhancement Courses (SEC) are also multidisciplinary in nature. The present CBCS system also allows the students to choose subjects from different disciplines and submit projects in interdisciplinary and multidisciplinary mode. The college ensures a multidisciplinary approach in its co-curricular activities too. The Women's Cell consistently conducts different activities such as awareness programmes on gender equity, women empowerment and education, health and hygiene etc. in the nearby schools and villages. Students also actively participate in different programmes such as Swachh Bharat Abhiyan, Blood donation camp, etc. Moreover, as an affiliated college to Dibrugarh University, it has already started the implementation of NEP, 2020 from the academic session 203-24 as per the Notification No. DU/DR-A/DU(Regulation-FYUGP)/23/385 Dtd. 19/05/2023.</p>
2. Academic bank of credits (ABC):	<p>Panigaon OPD College operates in compliance with the rules and regulations of Dibrugarh University as it is affiliated to the latter. The institution has taken initiatives to fulfil the requirements of the Academic Bank of Credits as proposed in NEP, 2020. Dibrugarh University has already approved the college to allow its students to upload their data in the ABC portal.</p>
3. Skill development:	<p>One of the goals of the NEP 2020 is to enable the students to be self-reliant in all the spheres of life. Therefore, skill development courses have been</p>

	<p>added in the syllabus as part of experiential learning. DTP in Assamese, Hand loom and Textile course, Cutting and Knitting, Communicative and Creative English, ICT based knowledge through computer education are the five skill development courses offered by the college. An agreement has already been signed with AMTRON, Guwahati and TEAMLEASE EDTECH LTD, Mumbai for implementation of NEP through internship.</p>
<p>4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):</p>	<p>To promote the values of rich composite culture of India, two course on value education (1. Understanding India and 2. Health and Wellness) have already been implemented by the college. Prior to the classes, a meditation programme is conducted everyday. In addition to this, for the purpose of promoting spirituality, special talk on spirituality as well as yoga classes are also held regularly. Visit to places of spiritual importance are also undertaken regularly. For promoting Assamese culture and tradition, a dedicated museum on Assamese culture has been stated in the college.</p>
<p>5. Focus on Outcome based education (OBE):</p>	<p>Aligning with the OBE principles, the college has developed several courses on its own. The college emphasizes that the learners will not only acquire the sufficient knowledge of the course contents but also will be able to transform their knowledge into action and get employed/self employed. These courses are: 1) Handloom and Textile 2) Certificate Course in Computer Application 3) Cutting and Knitting and 4) Spoken English. The College has developed an assessment framework in order to assess the learning outcomes of the students. It includes class tests/interactions, unit tests, sessional examinations, group discussions/seminars, feedback from the students, end semester examination etc. The whole process of teaching-learning is mainly student centered. The teachers give more importance on outcome-based learning than lectures. Experiential learning, participative learning, problem-solving methodologies are always given more importance. The teachers are apt and equipped with the knowledge and skills required to implement OBE effectively in their teaching practices. Moreover, trainings on the use of ICT facilities are held regularly.</p>
<p>6. Distance education/online education:</p>	<p>Panigaon Om Prakash Dinodia College has</p>

introduced a number of Distance Education Centers as part of its academic extension services. Among these, KKHSOU and DODL under Dibrugarh University currently offers both Graduation and Post Graduation courses. During the Covid -19 pandemic, our college switched to online mode as per the situational demand/need of the hour. To cater to the academic needs, all the faculty members resorted to a robust online education system through a variety of online mediums such as Zoom, google meet to name a few. Examinations during this period were also conducted through the online means. Along with the curriculum, teachers also conducted online sessions for the mental well being of the students. Additionally, an official YouTube channel of the college has also been started for dissemination knowledge to wider audience. In order to promote the principle of equity, the college library has been successfully digitized to enable the students to access the resources online. All the students as well as the faculty members are registered under N-LIST. Recently, a new initiative has been undertaken by the college to enrol the students in various courses offered by SWAYAM.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Yes
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	Yes
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	The Electoral Literacy Club of Panigaon Om Prakash Dinodia College has been organizing activities to promote Voter Awareness. The Voter Awareness Day (25th January) is organized every year with oath-taking ceremony in which the entire family of the college participate. In order to increase the rate of voting, an awareness rally was organized by the ELC in association with NSS, Legal Literacy Club on 16th March,2021 Another Program on Voting Consciousness and Behaviour among the students was organized on 19th February,2021. Such type of

<p>4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.</p>	<p>programs are organized from time to time.</p> <p>The Electoral Literacy Club holds Voter registration and awareness drives regularly among the new voters who attain the age of 18 years. It also celebrates the Constitution Day to imbibe with the constitutional goals and values amongst the students. As per the instruction of Chief Electoral Officer Assam, vide Letter No. ELE.208/2011/248 dated 23/11/2022, special camp was organized at the college to facilitate registration of new voters who attained 18 years of age. The link for registration of new voters is available in the College website.</p>
<p>5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.</p>	<p>The Electoral Literacy Club conducts outreach activities such as awareness meetings among the students as well as general voters. The main aim of the awareness programme is to inform and educate the students about the importance of voting and to motivate voters and link Voter ID number with the Aadhaar number. Awareness programmes are organised in the college to encourage the students who are yet to be enrolled as voters .</p>

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
0387	398	416	342	419
File Description		Document		
Upload Supporting Document		View Document		
Institutional data in prescribed format		View Document		

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 30

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
18	19	22	23	24

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
80.97	25.85	123.3560	57.98419	56.72394

File Description	Document
Upload Supporting Document	View Document

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

Panigaon OPD College has its own academic calendar which is based on the calendar of Dibrugarh University in order to deliver programs effectively. An Academic Advisory Committee chaired by the Principal, develops and monitors all curricular planning and documentation activities in the institution. The Academic Advisory Committee designs the Daily Class Routine (DCR) for each semester. Further, it determines the number of classes, duration and other details of the courses. The DCR is thereafter distributed amongst the Heads of the Departments (HoD) to allocate the workload among the faculty members of the departments. Every department has its own Departmental Management Committee which submits reports to the respective HoDs, designs the class schedule and allocates the syllabus according to the Departmental Class Routine as prescribed by the Academic Advisory Committee. To ensure that the course is distributed evenly among the faculty members and to keep record of it, the institution has put in place a documentation method. Every department receives an Academic Activities Register (AAR) to keep record of the daily classes taken by faculty members.

A variety of interactive exercises, including in-class teaching, group discussions, power point presentations, surveys, home assignments, academic evaluations, and more, are used to make the curriculum relevant for the students. Occasionally tutorials, class quizzes, unit tests, and multiple-choice questions (MCQs) are used to evaluate students' proficiency. Examination results are carefully examined, and remedial sessions are offered to help underprivileged students.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 2

File Description	Document
List of students and the attendance sheet for the above mentioned programs	View Document
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	View Document
Institutional data in the prescribed format	View Document
Evidence of course completion, like course completion certificate etc. Apart from the above:	View Document

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 9.48

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
137	20	0	0	29

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment**1.3.1**

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Response:

The curriculum of Panigaon OPD College covers a variety of topics and programs that integrate

issues that are pertinent to professional ethics, gender, human values, environment and sustainability.

Professional Ethics- An individual or group of people in a certain workplace is required to abide by certain ethical standards, which are known as professional ethics. These are the guiding principles that the members of that particular profession are expected to or are required to follow. Teachers serve as mentors to help students develop their personalities. Professional ethics are included in education courses. The National Service Scheme (NSS), Legal Literacy Club (LLC), and Electoral Literacy Club (ELC) of Panigaon OPD College have organized a number of programs to inculcate professional ethics among the students. Through study, research, and participation in conferences, seminars, and workshops for professionals, the teaching staff intend to continue professional development in order to contribute knowledge.

Gender- Panigaon OPD College has a Women Cell that focuses on Gender Equity and Women Empowerment with the goals of overall development of female students in particulars and the empowerment and progress of women in general. The cell has undertaken a number of initiatives including programs to promote gender equity and empower women. Additionally, the LLC and ELC of the College organised a number of activities to eliminate violence against women and observed Girl Child Day.

Human Values – Education cultivates values in human and is a potent tool for developing humanity and bringing about social change. Students are taught about human values in a number of subjects like Education, Political Science, Sociology etc. Moral and patriotic values are taught through the celebration of various days of National and International importance like Teachers' Day, Gandhi Jayanti, Republic Day, International Yoga Day, Independence Day etc.

Environment & Sustainability- To encourage environmental and sustainability themes in campus, the College has a Green & Clean Campus policy. The N.S.S. unit and the Green Club organized a variety of environmental campaigns like cleanliness drives, plantation drives etc. Moreover various competitions are conducted to create awareness regarding uses of plastic.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 47.03

1.3.2.1 Number of students undertaking project work/field work / internships

Response: 182

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

File Description	Document
Feedback analysis report submitted to appropriate bodies	View Document
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	View Document
Action taken report on the feedback analysis	View Document
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 82.7

2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2022-23	2021-22	2020-21	2019-20	2018-19
143	172	175	138	199

2.1.1.2 Number of sanctioned seats year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
200	200	200	200	200

File Description

Document

Institutional data in the prescribed format

[View Document](#)

Final admission list as published by the HEI and endorsed by the competent authority

[View Document](#)

Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.

[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 100

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2022-23	2021-22	2020-21	2019-20	2018-19
74	74	74	74	74

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

2022-23	2021-22	2020-21	2019-20	2018-19
74	74	74	74	74

File Description	Document
Institutional data in the prescribed format	View Document
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	View Document
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	View Document

2.2 Student Teacher Ratio

2.2.1

**Student – Full time Teacher Ratio
(Data for the latest completed academic year)**

Response: 21.5

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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

The College makes continuous and conscious efforts to enable its students to realize their potential and evolve as leaders and transforming agents of society. Student-centric methods, such as experiential learning, participative learning and problem-solving methodologies are used in the college for enhancing experiences. ICT tools such as smart boards, projectors, and sound systems are adequately used in the college. Some of the methods implemented by the college in this process are:

Experiential Learning:

- *Field trips to heritage sites, educational institutions etc. are organized to promote grass root understanding of concepts and skills.*
- *Village visits are organized under UBA, Socio-economic survey by Education Department to understand the socio-economic condition of the people of the catchment area.*

Participative Learning:

- *The college employs an interactive approach through discussions, debates, and oral and group presentations to encourage greater participation and interactive learning.*
- *Special lectures/seminars/conferences are organized to encourage and motivate students to become participative agents and not just passive recipients of knowledge.*
- *Peer learning is encouraged to ensure students' interactive learning.*

Problem Solving Methodologies:

- *Brainstorming sessions are held to promote students' critical and lateral thinking, which helps develop analytical skills to stimulate knowledge acquisition.*

Other Effective Methodologies:

- *The use of ICT and e-resources by students is encouraged.*

- *Newsletters and Magazines are published to nurture creativity and other skills.*
- *A dedicated activity period is assigned to organize various events by different cells and departments.*
- *A skill development center is there in the college to enhance the skills on handicrafts and soft skills like computer skills, communication skills etc.*

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 96.36

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

2022-23	2021-22	2020-21	2019-20	2018-19
22	22	22	22	22

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	View Document

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 23.58

2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
8	5	4	4	4

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	View Document
Institution data in the prescribed format	View Document
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	View Document

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

As an affiliated college, it is bound to follow the guidelines of internal assessment as framed by Dibrugarh University which is as given below:

Mechanism of Internal Assessment:

The Internal Assessment forms a part of a continuous evaluation system conducted through Sessional Tests, classes, Assignments, Projects and Presentations. All of these together constitute an integral part of Internal Examination which is carried out in a well-planned and systematic manner.

The 20% weightage (20 marks out of 100) in the overall assessment of the students is divided as:

Sl No.	% of Marks allocated for Internal Assessment	Category	Marks
1	25%	I Sessional Exam	5
2	25%	II Sessional Exam	5
3	25%	Group Discussion/ Seminar etc.	5
4	25%	Attendance	5

In addition to the methods provided by the university, the college also adopts the following methods for internal assessments:

- A variety of techniques and methods such as MCQs, analytical tests, classroom presentations, and individual and group projects are employed for internal assessment.
- The curriculum of some courses allows skill enhancement through Practical Sessions and Continuous evaluation is done through testing of skills developed. Disciplines such as Education have practical components such as practice teaching in their curriculum.
- Students are also encouraged to apply the theoretical concepts taught in class to real-life situations/problems through these projects, assignments etc.
- Teachers are given a free hand to design their own evaluation methods in this category, whereby students are encouraged to participate in interactive sessions, group discussions, PowerPoint presentations, projects and assignments.
- The College encourages the teachers to adopt innovative methods such as Open Book Tests, MCQs and Analytical Tests, etc. on a continuous basis before the end-semester examinations held by the University.
- Teachers ensure that the students are aware of the Internal Assessment Evaluation Criteria.
- It is discussed with them in detail to enhance transparency and rigour with a view to focus on individual and original work.
- Students are informed in advance that independent learning, original thinking and new ideas will be given additional points.

Mechanism of external assessment:

- The External Examination or the End-Semester Examination is conducted by the University
- It contains 80% of the total weightage.

Grievance Redressal System

- The College has adopted a robust multi-tiered mechanism where each student can view his/her internal assessment marks notified in the departmental notice board at the end of each semester and can report discrepancies, if any, within a specified time period after which the marks are finally uploaded on the University portal.
- The evaluated papers related to internal examination consisting of sessional tests, assignments, projects, etc. are returned to students with detailed remarks and suggestions for improvement.
- The marks are sent to the university only after each student has been given ample opportunity and time to review and register her complaint, if any.
- The final Internal Assessment marks are reviewed by the Departments.
- If any error is detected in the final mark-sheet in spite of rigorous scrutiny, it is promptly reported to the University by the College.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

The syllabus of every course is made available to the faculty members and the students at the commencement of every semester. Aims and objectives of every program are available on the university website, on the college website and in the departments for the convenience of the faculty members and students. An orientation program is conducted for the newly admitted students in the very beginning of 1st semester classes covering the aims and objectives of the program, course design and structure and evaluation process.

website link for POs and COs

<https://www.opdcollege.edu.in/pos-and-cos/>

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

The Institution regularly evaluates the attainment of the Program Outcomes and Course Outcomes.

The results and feedback of the students as a proof of the attainment of programme outcomes and the same is analysed periodically and remedial action is taken accordingly. The final results of the students are provided to the departments who analyse them paper-wise and devise remedial mechanisms for improvement. Likewise, faculty take into account the feedback of students and allocate papers amongst themselves. The Institution collects feedback from students, alumni, employers and parents which is an important method of measuring attainment with objectives of identifying the attainment level of students in terms of the programmes, courses and syllabus outcomes and understanding the impact of the teaching-learning process.

One of the most important Programme Outcomes of an Undergraduate Degree is the employability of students upon successful completion of their degree programme. Currently, many of our students are engaged in various sectors and have cleared different exams like the Teachers' Eligibility Test, National Eligibility Test, State Level Eligibility Test etc. and are placed in various institutions.

Another parameter to measure attainment of POs and COs is through the progression of students towards higher studies which many of our students are pursuing and have completed successfully.

File Description	Document
Upload Additional information	View Document

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 83.62

2.6.3.1 Number of final year students who passed the university examination year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
69	85	97	88	95

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
83	86	102	121	127

File Description	Document
Institutional data in the prescribed format	View Document
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 3.98

File Description	Document
Upload database of all students on roll as per data template	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1

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

Response: 1.18

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

2022-23	2021-22	2020-21	2019-20	2018-19
00	00	00	0.65	0.52500

File Description

Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

The College publishes an annual bulletin to celebrate and pen down the achievements of the College fraternity during the year. It inspires the teachers and students to get their names published in the bulletin for their achievements in their respective fields and at the same time is a small gesture to celebrate their fruit of success. Unnat Bharat Abhiyan Cell has taken an initiative to inject entrepreneurial skills amongst students based upon traditional, eco-friendly and locally available materials through a sale cum exhibition programme conducted on World Environment Day, 2023. Similarly, the NSS Unit under the guidance of the Programme Coordinator has been functioning to inculcate the principles enshrined as the fundamental duties in the Constitution of India. Emergency services like relief during the flood, social service to the neighbouring areas along with the NSS Unit adopted village- No.3 Na-ali Kaibarta Gaon and celebrating unity in the midst of diversity are initiated under this unit. Extension programmes, collaborative efforts and camps are organized with the aim of bringing social change and development by this unit. The Skill Development & Entrepreneurship Cell and Career Counselling Cell have conducted

workshops on stitching and cutting, computer assembling, de-assembling and networking, counselling for competitive examinations etc.

The College’s Publication Cell is entrusted to publish the college magazine named OPDIAN, where the young minds can reflect their thoughts. The Media & Publicity Cell publishes news of various events, workshops, seminars and other activities that are organized in the College. The Yuva Tourism Club aims to create awareness on local tourism. The district can capture tourists for highway tourism, camping and weekend getaways. The Debating & Symposium Club concentrates on creating and developing logically reasoning minds in students, and highlighting the importance of dialects in constructing and deconstructing arguments and notions within a democratic framework. The Drama Club is formed to encourage students towards performing arts. The College Week includes drama competitions to attract students towards acting and performance. The Legal Literacy Club celebrates days of importance by organizing awareness programmes and workshops to educate students and staff on various legal aspects. It acts as a knowledge transferring catalyst between the District Legal Service Authority and the students/staff of the College. The Electoral Literacy Club observes important days and organizes programmes to educate and mobilize the youths to habituate with the democratic spirit of the country, constitutional principles and the importance of activating one’s voting rights sensibly and responsibly. The Club observes Constitutional Day, National Voters’ Day etc.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 1

3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
01	0	0	0	0

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.4

3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
03	05	03	01	00

File Description

Document

Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website

[View Document](#)

Links to the papers published in journals listed in UGC CARE list or

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

3.3.2

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.73

3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
3	7	5	4	3

File Description	Document
Institutional data in the prescribed format	View Document
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	View Document

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

The extension activities of the College helps to broaden its impact and engage with a diverse range of stakeholders in at community level. The College is set up in a rural area with highest percentage of students from the scheduled tribes and scheduled castes. Extension activities are undertaken to address local issues and problems. For example, the NSS unit of the college has adopted village No. 3 Na-ali Kaibarta Gaon (mainly inhabited by Scheduled Castes and at the bank of Subansiri River) as its adopted village and has been performing many extension activities ranging from conducting NSS Special Camps to flood relief programmes. Special days of importance like International Women’s Day in the year 2022, Plantation Drive Programme etc. were celebrated at the adopted village by organising lecture programmes, celebrating/awarding women and planting saplings in girl students’ names. Recently Unnat Bharat Abhiyan Cell has adopted five villages. The cell thereafter has undertaken household surveys in those five adopted villages and has submitted the report to the UBA portal run by the MHRD and IIT (Delhi). The Career Counseling Cell too has been actively performing awareness programmes on career and personality development. In addition to these, an awareness program on Covid-19 and distribution of masks and sanitization was organized by the Teachers' Unit. The Women Cell of the college has been celebrating International Women's Day in the neighbouring areas. The Legal Literacy Club, Electoral Literacy Club and Career Counselling Cell have also been engaged at the field level to conduct extension activities.

Through these programmes, the institution has been trying to reach out to the problems in the neighbourhood communities basically through the active participation of the students. The College also emphasizes in bringing necessary changes in society.

File Description	Document
Upload Additional information	View Document

3.4.2

Awards and recognitions received for extension activities from government / government

recognised bodies**Response:**

The Institution stands tall with achievements of the College fraternity in various aspects. Their performances are mentioned below:

1. Recognising the performance of the NSS Unit, Dibrugarh University has nominated Dr Suresh Dutta, Principal of the College to the Advisory Council of NSS, Dibrugarh University for the session 2022-23.
2. Mr Joyprakash Bhuyan, Associate Professor has been awarded for Humanitarian cause & exemplary work done at the frontline of the Covid-19 pandemic in 2021.
3. Ms Sampriti Borah, B.A. 5th Semester, Department of Political Science was awarded as the Second Best Debater at the Debate Competition by Nehru Yuva Kendra, 2021.
4. Mr Biraj Borah, B.A. 3rd Semester, Department of Political Science was awarded the third position in the Essay Competition organized on the occasion of International Women's Day, 2022 by ACTA.
5. Ms Banashree Kalita, B.A. 6th Semester, Department of History was awarded the second prize in the National Integration Camp, 2023 of NSS organized at Chaudhary Charan Singh Agricultural University.
6. The NSS team sent from our College was awarded as Best Cultural Unit at the NSS Zonal Camp held from 29th March to 31st March 2023 at Subansiri College of Lakhimpur under the NSS Unit of Dibrugarh University.
7. Mr Joylakhi Payeng, B.A. 4th Semester, Department of History has received District, State, National and International recognitions including world records for his outstanding Yoga performance.
8. Ms Sanchita Dutta, B.A. 6th Semester, Department of Political Science was a part of the World Record of highest numbers of dancers dancing Bihu, done under the initiative of Assam Government.
9. Dr Suresh Dutta is appointed as a member of the Board of Studies for UG & PG courses in Economics of North Lakhimpur College in 2023.
10. Dr Suresh Dutta is appointed as a member of Executive Council of Dibrugarh University in 2023.
11. Dr Suresh Dutta is appointed as AHSEC Executive Council Member in 2021.
12. Ms Pinju Maral, Associate Professor is appointed as a member of the Board of Studies, Philosophy Department of North Lakhimpur College in 2023
13. Miss Gyanashree Kotoky, Assistant Professor is nominated as a member of the Executive Council of Assam Women's University in 2023.

The certificates of recognition are included in the documentation.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community 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 etc., year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
07	07	02	03	00

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	View Document
Institutional data in the prescribed format	View Document
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	View Document

3.5 Collaboration**3.5.1**

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 11

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	View Document
List of year wise activities and exchange should be provided	View Document
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- teaching – learning, viz., classrooms, laboratories, computing equipment etc
- ICT – enabled facilities such as smart class, LMS etc.

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

The College has been continuously developing its infrastructural facilities to provide a better and more suitable academic environment over the years (subdivided as follows).

Classrooms:

- There are 23 normal classrooms for regular teaching-learning activities.
- Five classrooms are equipped with projectors and Wi-Fi facilities.
- There is one air-conditioned smart classroom with the required facilities.
- TLMs like blackboards, chalks, LCDs, projectors, collar microphones, hands-free microphones, sound systems, smart boards, etc. are provided in the classrooms as per the requirement.
- One conference hall and one management room with ICT facilities are available

Laboratories:

- Laboratory room with required equipment for the Education Department,
- Computer laboratory for Computer Shiksha.

ICT Facilities:

- All the departments have computers.
- The air-conditioned conference hall of the college is also well equipped with ICT.
- An air-conditioned and well-furnished management room with up-to-date ICT facilities
- ICT facilities are also available in the Principal's chamber, College office and IQAC room.

Facilities available for Cultural and Literary activities:

- A spacious auditorium is available in the college.
- Instruments like harmonium, tabla, guitar, dhol, khol, taal, nagara, pepa, bahi etc. are available in the college for practice.
- Boards are available in all the departments to publish the literary works of the students.
- A room with the required infrastructure is allocated to the Department of Assamese to keep all the artefacts of Assamese culture.

- Bookshelves are provided to the archives to keep all the literary works of renowned Assamese laureates.

Games and Sports Facilities:

- Outdoor sports facilities with a playground and RCC Gallery are available in the college.
- Indoor sports facilities with synthetic badminton courts and table tennis boards are available for the practice of indoor games.

Gymnasium:

- A well-equipped gymnasium hall is available in the college with a 10-station multipurpose gym, treadmills, cycling etc.
- Modern weight lifting facilities such as Hand Grip Workout Strengtheners, and Adjustable Hand Grippers for Men and women for workouts are available.

Yoga centre:

- A Yoga Centre is there in the gymnasium building for practising yoga and meditation for both physical and mental wellbeing.

Library:

- The college has a central library. The total area of the library is 3425 sq. feet accommodating adequate space for storing and issuing of books along with the provision for separate reading sections for the readers. A total number of 60 readers can sit at a time in the reading room.
- Computers (three) with internet facilities provided in the browsing section of the library.
- The Library is automated with integrated Library Management Software Soul 3.0.
- The library has separate reading rooms, a textbook section, a reference section, a periodical section and a newspaper section.
- There is a collection of textbooks, reference books, peer-reviewed journals and bound volumes of journals as well as magazines, newspapers, e-books, etc.
- Photocopy as well as printer machines are available in the library for the students and teachers.

Other Facilities:

- A well-furnished teachers' common room.
- A separate chamber for the Vice Principal.
- A boys' Common Room
- A separate Girls' common room
- A three-storied women hostel
- The warden quarter
- A separate room for the NSS Unit
- A spacious canteen
- Departmental Library
- Student's Union office room

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 56.9

4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
48.15768	6.51264	86.88	48.28	6.40

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.2 Library as a Learning Resource**4.2.1**

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

The Central Library of the College was established in 1984 with a total area of 3425 sq. feet. It has a provision for separate reading section for teachers and students respectively. The library has a vast collection of textbooks, reference books, journals and e-journals. The library has also a reprographic

service facility through which a user can download, print or make copies of the resources available there.

Library Automation:

- 1.The library uses the Integrated Library Management System software SOUL and creates a database of its holdings.
- 2.The library was automated in the year 2014 with software version SOUL 2.0.
- 3.SOUL 2.0 was updated to SOUL 3.0. in the year 2022.
- 4.The in-house activities like circulation, cataloguing, etc. are done through this software.
- 5.It also uses a barcode scanner.
- 6.The Library has provided the Online Public Access Catalogue (OPAC) service to the students as well as other members of the college for searching books by Title, Author, Subject, Name, etc.

Subscription to E-resources:

- 1.The College has an N-LIST subscription and has a collection of 6000+ e-journals, 1,99,500+ e-books and 600000 e-books through the National Digital Library.
- 2.All the teachers and students are members of N-LIST and have access to the e-resources available there.

Amount spent on the purchase of books and journals:

Over the last five years, the library has procured 2826 books with a total expenditure of Rs.563631.

Journals Subscribed:

- 1.The library has subscribed to 8 printed journals and 4 newspapers.
- 2.The library has subscribed to 6000+ e-journals under N-List.

Total Collections:

- 1.The total number of collection is 14444 which include both text and journals.
- 2.The library has also a few collections of CDs.

Total number of collections according to subjects:

SI No	Subject	Total
1	English	728
2	Assamese	2875
3	History	1064
4	Education	1636
5	Economics	1335
6	Philosophy	869
7	Political Science	1522
8	Sociology	1315
9	Reference Books	2595
10	Tourism & Travel Management	47
11	Environmental Studies	102

12	Geography	25
13	Hindi	8
14	Computer Skill	16
15	Anthropology	36
16	Career and Counseling	202
17	Centre of Human Rights	23
18	B.R Ambedkar Study	46
Total		14444

File Description	Document
Upload Additional information	View Document

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

The institution is always ready to cope with the recent developments and changes in IT services available in the locality.

A brief description is provided herewith:

Updating the IT Facilities:

- IT facilities are available in several classrooms and departments, College Library, College Office, Principal's Chamber, Computer Centre and IQAC office and are updated and maintained regularly.
- The maintenance of the computers is done regularly and non-repairable systems are disposed of accordingly.

IT Facilities Available in the College:

- All the Departments of the College have computer facilities to maintain proper records of the Departments.
- The college uses various Learning Management Systems like Zoom, Google Meet, YouTube, etc.
- Room No's. 7, 8 and 9 are equipped with LCD, projectors with sound systems for the convenience in teaching and learning process.

- The College Library is renovated and also updated with SOUL 3.0 in the year 2022.
- The library is automated to march with the recent pace of development. N-List facilities are made available to all the stakeholders in active support received from the UGC- Inlibnet. Sufficient numbers of computers are made available in the library to meet the day-to-day in-house activities of the library.
- The website of the College is updated regularly.
- The online admission procedure was started in 2018.
- The College is equipped with CCTVs for proper surveillance of the campus.

File Description	Document
Upload Additional information	View Document

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 32.25

4.3.2.1 Number of computers available for students usage during the latest completed academic year:

Response: 12

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	View Document
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 9.55

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

2022-23	2021-22	2020-21	2019-20	2018-19
18.59224	6.24245	2.47820	2.69620	2.94220

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 79

5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
257	319	419	185	370

File Description	Document
Year-wise list of beneficiary students in each scheme duly signed by the competent authority.	View Document
Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).	View Document
Upload policy document of the HEI for award of scholarship and freeships.	View Document
Institutional data in the prescribed format	View Document

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

- 1. Soft skills*
- 2. Language and communication skills*
- 3. Life skills (Yoga, physical fitness, health and hygiene)*
- 4. ICT/computing skills*

Response: B. 3 of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	View Document
Report with photographs on ICT/computing skills enhancement programs	View Document
Institutional data in the prescribed format	View Document

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 16.77

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

2022-23	2021-22	2020-21	2019-20	2018-19
236	00	00	00	93

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

- 1.Implementation of guidelines of statutory/regulatory bodies**
- 2.Organisation wide awareness and undertakings on policies with zero tolerance**
- 3.Mechanisms for submission of online/offline students' grievances**
- 4.Timely redressal of the grievances through appropriate committees**

Response: C. 2 of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	View Document
Proof related to Mechanisms for submission of online/offline students' grievances	View Document
Proof for Implementation of guidelines of statutory/regulatory bodies	View Document
Details of statutory/regulatory Committees (to be notified in institutional website also)	View Document
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	View Document

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 4.15

5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
02	05	07	04	00

5.2.1.2 Number of outgoing students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
69	85	97	88	95

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	View Document
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	View Document
Institutional data in the prescribed format	View Document

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 2.64

5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)

2022-23	2021-22	2020-21	2019-20	2018-19
01	05	00	04	01

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	View Document
Institutional data in the prescribed format	View Document

5.3 Student Participation and Activities

5.3.1

Number of awards/medals for outstanding performance in sports/ cultural activities at University / state/ national / international level (award for a team event should be counted as one) during the last five years

Response: 8

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

2022-23	2021-22	2020-21	2019-20	2018-19
3	1	3	1	0

File Description	Document
Upload supporting document	View Document
list and links to e-copies of award letters and certificates	View Document
Institutional data in the prescribed format	View Document

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 0

5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
00	00	00	00	00

File Description	Document
Institutional data in the prescribed format	View Document

5.4 Alumni Engagement**5.4.1**

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

Response:

The College has an Alumni Association established in 2002 which is under the registration process.. Since its formation, the Association has been working and contributing towards the overall development of the College by organising various programmes. The alumni have been playing an important role in increasing enrolment of the College. They attend and take part in the celebration of important days like Republic Day, Independence Day, Annual College Week etc. They have been guiding and training the existing students in various cultural and sports activities. For example, Mr. Bhaikan Das, an alumna of the Department of History taught drama to his departmental juniors and prepared them for drama competition during the Annual College Week. In the academic aspect too, alumni have been contributing to tutoring the present students whenever the college faces a shortage of permanent faculty. In the Department of History, Political Science and Sociology, alumni are engaged in teaching. The Alumni Association have been conducting their meeting regularly on the college premises. Recently a cultural programme was organised by them where they showed their gratitude to the Principal and faculty members through felicitation. The College too remembering their contribution, presented everyone with memento. The Alumni have tried to contribute to the institution in various ways as and when needed.

File Description	Document
Upload Additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

Our Vision:

To create an educational ecosystem of quality knowledge and optimum development of human resources for national and global requirements through all-round development of the students.

Our Mission:

Advocating and adjusting a curriculum to inject skills, knowledge, attitude and human psychology based on equity principles.

1. Decentralized Participatory Nature of Governance:

- The institution practices a participatory mode of governance with all the stakeholders participating actively in the running of the administration.
- The institution has a Governing Body which authorizes the Principal who, in turn, shares it with various other levels of functionaries of the college in determining and implementing various institutional policies to attain the vision and mission.
- The HoDs, Convenors of various Committees and Cells along with the staff representatives play an important role in the decision-making process of the institution.

1. Participation of Teachers in Decision-Making Bodies:

- The faculty members are assigned with various academic and administrative duties such as members of the Governing Body, Coordinator and convenors of various cells and committees, Internal Quality Assurance Cell etc.
- The following Cells and Committees are operational in the institution:

1. Governing Body
2. IQAC
3. Academic Advisory Committee
4. Building/ Construction Committee
5. Purchase Committee
6. Library Committee
7. Admission Committee
8. Examination Committee

9. Grievances Redressal Cell
10. Disciplinary Action Committee
11. Anti-Ragging Committee
12. Hostel Committee
13. Election Committee
14. NSS Advisory Committee
15. Canteen Committee
16. Electoral Literacy Club
17. Green Club
18. Internal Complaint Committee
19. Career Counseling Cell
20. Psychological Counseling Cell
21. Publication Board
22. Legal Literacy Club
23. Unnat Bharat Abhiyan Cell.
24. Skill and Entrepreneurship Development Cell.
25. Research and Development Cell
26. NEP Task Force

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

The College has well-defined policies and procedures for administrative setup. The college follows the guidelines, circulars and existing rules and regulations of the Directorate of Higher Education, Assam and University Grants Commission for the proper functioning of the college.

The College follows the rules, regulations and instructions of the following statutory bodies:

- Dibrugarh University.
- Directorate of Higher Education, Assam
- University Grants Commission.
- Rastriya Uchchatwar Shiksha Abhiyan etc.
- National Assessment and Accreditation Council

- All India Survey of Higher Education.

The effective functioning of these committees is visible from policies, and procedures as mentioned in service books, code of conduct etc.

Administrative Setup

- The Governing Body (GB) is the administrative and apex policy-making body, headed by the President.
- The Principal of the College is the Secretary of the Governing Body and the other members include: two nominees from the affiliating University, the Vice-Principal, two representatives from teaching staff, one from non-teaching staff, two parents/guardian members, one donor member, and the Librarian of the College.
- In the institutional hierarchy, the Governing Body is followed by the Principal and thereafter the Vice-Principal and the Head of the Departments.
- The Principal of the College is the Drawing and Disbursing Officer(DDO) The Principal is the executive head of the college.
- The librarian and the library staff are also intrinsic parts of the organogram who contribute towards fulfilling the goals of the institution.

Service Rules

- The service conditions of the permanent teachers and staff, including appointment and promotion, are regulated as per the rules and procedures stipulated by UGC and DHE, Govt. of Assam.

Procedure for Recruitment and Selection of Staff

- All fresh recruitments are made in a transparent manner by way of public advertisement in newsthe paper and through the College website as per State Govt. and UGC Rules.

Procedure for Promotion

- Promotions are made according to the rules of UGC and Govt. of Assam.
- The Departmental Promotion Committee scrutinizes the relevant documents and forwards the report to the Governing body for approval of the proposal and the same is sent to DHE for necessary action.

Grievance Redressal Mechanism

- The Grievance Redressal Cell (GRC) and Internal Complaints Committee (ICC) have been set up to deal with all kinds of grievances related to the employees and students of the College.

Code of Conduct:

- Panigaon OPD College has a code of conduct for its stakeholders. Model codes of conduct are explained in the code of conduct book.

Perspective Plan

The College has a Perspective Plan for 5 years commencing from the academic year 2017-18 to 2022-23 by taking into consideration the quality indicators of the seven criteria determined by NAAC. The Internal Quality Assurance Cell (IQAC) of the college takes initiatives for preparation of the Perspective Plan. Inputs from stakeholders of the college are considered as a base for formulation of the perspective plan. Feedback from all the stakeholders and the recommendations of the IQAC are taken into consideration and innovations are incorporated.

File Description	Document
Institutional perspective Plan and deployment documents on the website	View Document
Provide Link for Additional information	View Document

6.2.2

Institution implements e-governance in its operations

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

Response: C. 2 of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	View Document
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

The College is committed to well-being of both teaching and non-teaching employees of the institution.

The College has undertaken numerous welfare measures to cater to the various needs of the employees. The welfare measures for the teaching and non-teaching staff are listed below:

Leaves:

- As per Service Rules, the employees of the college can avail Casual leave, Earned Leave, Medical Leave, Child Care leave, Maternity leave etc.

Financial Benefits

- The college has formed a Fund Committee named Sanchay Nidhi where the employees of the college can invest money on a monthly basis. Employees can avail of loans from Sanchay Nidhi for up to three times of their investment. Emergency loan is sanctioned up to Rs. 50,000. This Nidhi has been proved immensely helpful as a welfare measure.
- The teaching staff has formed a teachers' unit to which every teacher Rs.200/- monthly for several welfare measures of the college.

Other Provisions Available in the College Campus:

- Free Wi-Fi facilities.
- Gymnasium
- Yoga and meditation centre.
- First aid box and health care facilities.
- Provision of Hand washing and sanitization.
- Provision for printing and photocopy.
- Well-furnished separate departmental rooms.
- Adequate number of washrooms.
- Drinking water facility with RO purification.
- Adequate parking space for all employees.
- Library and N-LIST facility.
- Newspaper & Magazines Subscription.
- Separate reading space for teachers in the library.
- Well-furnished Teachers' Common Room.
- Automation of attendance and leave using a biometric system.
- Provision of ramp.

Performance Appraisal System for teaching and non-teaching staff:

The human resource needs of the college are annually assessed and initiatives for recruitment and promotion are taken as per the guidelines of UGC and DHE, Government of Assam.

- The career advancement schemes (CAS) for the promotion of the teachers and librarian is subject to the UGC regulations and the guidelines of DHE, Assam.
- The Principal maintains an Annual Confidential Report on the performance of teachers and submits the same to the DHE as and when required.
- The Performance appraisal of non-teaching staff is subject to the rules and guidelines of the Government of Assam.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.3.2

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

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	View Document
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	View Document

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 14.04

6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
16	02	03	01	02

6.3.3.2 Number of non-teaching staff year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
13	13	13	13	13

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	View Document
Institutional data in the prescribed format	View Document
Copy of the certificates of the program attended by teachers.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.4 Financial Management and Resource Mobilization**6.4.1**

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

The college mobilizes funds from both the internal and external sources and makes necessary arrangements for optimal utilization of resources available to the college.

External Sources: -

- **RUSA Grants:** The College has received grants under RUSA since 2019. Many construction works like the boys' hostel, renovation of the academic building, warden quarter and auditorium, extension of library, installation of computers etc. have been done under RUSA 2.0.
- **UGC Grant:** The College has received UGC Grants to conduct Minor Research Projects and infrastructural development grants.
- **NSS Grants:** The College has also received the funds from Dibrugarh University for executing various activities like Special Camps, Aids awareness programs and other regular activities.
- **State Govt. Grants:** The College is funded by the Govt. of Assam for infrastructure development.
- **Red Ribbon Club Grants:** The Red Ribbon Club covers young persons who are at greater risk of HIV both in-campus as well as in the community. The program addresses the knowledge,

attitude and behaviour of youth in the interrelated areas of both HIV/AIDS and sexuality, as demanded by their age, environment, and lifestyle. Thus, Red Ribbon Club serves as a complementary and comprehensive prevention/intervention to support and reinforce similar youth-led initiatives.

- **UBA Grants:** The College has a UBA Cell. This Cell is established in the year 2022. The concerned authority provided a one-time seed money for conducting surveys in five adopted villages.

Internal funds are as follows:

- Admission fee
- Hostel fee
- Examination Fee
- Alumni contribution in the form of kind

Institutional strategies for mobilization of funds and the optimal utilization of resources are as follows:

For the mobilization of funds and the optimal utilization of resources, the college has formulated various committees viz.

- I. Purchasing Committee
- II. Construction Committee
- III. RUSA Monitoring Committee.
- IV. Governing Body
- V. Monitoring and Supervising Committee

Internal Audit:

- The internal Audit of the college accounts is carried out by the Chartered Accountant on yearly basis.
- Schematic audit is also carried out by the CA and submitted to the sanctioning authority after utilization of fund.
- The Accountant maintains the accounts of the all college funds. All the audit reports are placed before the Governing Body for necessary approval.

External Audit:

- The external audit is carried out by the Directorate of Local Fund Audit, Govt. of Assam. It verifies the utilization of funds received from the Government and from all other sources including the grants received from UGC, NAAC, RUSA etc.
- The financial transactions that come under the preview of RUSA funding are also audited separately by RUSA, Assam.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

The IQAC of Panigaon OPD College contributes significantly to institutionalizing quality assurance strategies and processes. The following procedures are adopted by the IQAC for quality assurance of the college:

- IQAC and its subcommittees are formed in accordance with the NAAC Guideline.
- Feedback taken from the students, alumni, guardians and employees.
- SSS taken as per NAAC guideline
- Adopting various other measures to ensure quality like—internal and external evaluation of students' PO's and CO's, periodic review meetings for assessment of the progress of various programs/ activities, and formation of different committees.
- It has also taken initiatives to organize various kinds of extension activities, observation of the national and international commemorative days, hold seminars, workshops, talks, lecture sessions of eminent outsourced Resource Persons for the intellectual and skill development of the students, the teaching and non-teaching staff of the college.
- The IQAC encourages the faculty members to publish books, book chapters, articles and research papers in ISSN/ISBN/Peer Reviewed /Refereed/ UGC CARE/ SCOPUS indexed books, journals and other publications.
- Documentation and preservation of all documents systematically done under IQAC for future needs.
- IQAC has organised several seminars, talks and workshops during this period.
 - Seminars 1) seminar on 'Importance of Value Education and Role Teacher' from 12th to 13th March, 2020. 2) Seminar on 'Use of Online E-resources' on 18th June, 2020.
 - Talks: 1) A talk on Spirituality and Education on 1st October, 2022 ;
 - Workshop:1)' Workshop on 'Implementation of NEP, 2020 and NAAC Preparedness, on 31/03/2020.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.5.2**Quality assurance initiatives of the institution include:**

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2.Academic and Administrative Audit (AAA) and follow-up action taken**
- 3.Collaborative quality initiatives with other institution(s)**
- 4.Participation in NIRF and other recognized rankings**
- 5.Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: B. Any 3 of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	View Document
NIRF report, AAA report and details on follow up actions	View Document
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	View Document
Link to Minute of IQAC meetings, hosted on HEI website	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

Of the 17 goals fixed as sustainable goals under the United Nations, the fifth goal targets to achieve gender equality. Following this goal, the college fraternity has always been cautious about maintaining gender equality through gender equity measures. The following measures are undertaken to support an environment of gender equality in the campus.

Gender Audit: The college conducts gender audits by a gender audit committee consisting of members from both inside and outside the college. This committee assesses the status of gender equity and gender gaps. The committee also suggests preventive measures to address gender-related issues.

Administrative Measures: The Teachers' Unit of Panigaon OPD College made a suggestion to include at least one female faculty member in the Governing Body of the College. For the safety and security of female students and women staff of the college CC TVs are fixed in various locations of the campus. The girls' hostel is located inside the college campus for their safety along with the allotment of a night chowkidar. The Administration also tries to celebrate girl students' achievements by observing International Girl Child Day.

Cells and Committees: The College has a Women's Cell to look into the women-centric issues and for the upliftment of women. Moreover, there are cells and committees to look into the psychological and mental needs and support of women and other genders. The College has a Grievance Redressal Cell and an Internal Complaint Committee too. Additionally, the administration of the College focuses on including women in all Cells and Committees of the College as a scope for including them in the process of decision-making.

MoU Related to Gender Equity: The Women Cell, Panigaon OPD College has signed an MoU with the Women Cell, Telahi Tuwaram Nath College to collaborate and coordinate in organizing events, days of importance and for doing research on women-related aspects.

Gender-Centric Courses from the Curriculum: In compliance with the B.A. syllabus under Dibrugarh University, various gender-related papers are offered by the Departments like *Feminism: Theory and Concepts* by the Department of Political Science, *Gender and Violence*, *Sociology of Gender* by the Department of Sociology etc.

Gender Neutral Skill Enhancement Programme: The College has a Handloom and Weaving Center which provides ample scope to the students irrespective of gender to acquire weaving skills.

Equal Participation of all Genders in Students' Union: The College constitutes a Students' Union election every year where every student can contest if they can meet the universal criteria and all students can cast their vote to the candidate of their choice. There is also a portfolio named *Girls' Common Room Secretary* to work specifically on the all-round development of the girl students.

Talks, Events, Workshops and Other Sensitization Activities: Special talks, workshops etc. are organized from time to time to sensitize gender issues and to aware students, staff and nearby communities.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.1.2

The Institution has facilities and initiatives for

1. Alternate sources of energy and energy conservation measures
2. Management of the various types of degradable and nondegradable waste
3. Water conservation
4. Green campus initiatives
5. Disabled-friendly, barrier free environment

Response: A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	View Document
Geo-tagged photographs/videos of the facilities.	View Document
Bills for the purchase of equipment's for the facilities created under this metric	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. Green audit / Environment audit
2. Energy audit

3. Clean and green campus initiatives**4. Beyond the campus environmental promotion activities****Response:** A. All of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document
Policy document on environment and energy usage Certificate from the auditing agency	View Document
Green audit/environmental audit report from recognized bodies	View Document
Certificates of the awards received from recognized agency (if any).	View Document

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

An institution, in order to run smoothly, needs the coordinator of the college administration, staff, students and local community. Therefore, our college has focused on keeping intact a friendly environment based on tolerance and harmony to reside and work in unity irrespective of diversity. The College is situated in an area consisting of different ethnic communities like Mishing, Nepali, Minorities, Adivasi, Ahom, Kochari etc. More than 70% of the students come from the reserved categories. The institution's initiatives in providing an inclusive environment can be followed up from programs and events organized to celebrate cultural, regional, linguistic and socio-economic harmony like dance competitions, singing competitions, debate competitions, seminars, surveys, events of college weeks, special day celebrations etc. These programs help in understanding each other's geographical and socio-cultural identities, and to live together by celebrating the diversities. Also, female staff are given their due leaves in the form of maternity leave, child care leave etc. Male staff are provided with paternity leave on their need. The staff are given the opportunity to avail 2 days extra special leave under Matri-Pitri Vandana every year since 2022 to have quality time with parents. The whole institution is under surveillance of CCTVs so that no unruly situation arises or even if such a situation erupts the persons involved can be recognized to take the necessary legal actions.

On the other hand, the College try to sensitize students and employees to Constitutional obligation through the celebration of Constitutional Day, Independence Day, Republic Day etc. The Legal Literacy Club, Electoral Literacy Club, NSS etc. also conduct such programs. Moreover, the College staff have been directly and indirectly serving the government as and when needed. During the

COVID epidemic, the college staff offered economic support and organised awareness programs, provided flood relief, performed election duty, gunotsav duty etc. We have quota under the reservation system as per the Government’s guidelines in our institution in the context of new admission and for recruiting new staff members. Provisions are made for students to apply for free admission, fee waiver and scholarships by following proper procedures. In order to bring uniformity among students irrespective of class, caste and other social distinctions, the college has provided specific sets of uniforms.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.2 Best Practices

7.2.1

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

Response:

BEST PRACTICES

PANIGAON OPD COLLEGE

BEST PRACTICE -I

1. Title: Eco-friendly, Green and Clean Campus

2. Objectives:

- a. To promote awareness of environmental issues, and protection of nature and natural resources among students and the general public.
- b.To promote awareness among students about the need to reduce the usage of non-biodegradable products in their everyday lives.
- c.To assist students in knowing their obligations for the conservation of the environment.
- d.To educate the students about the eco-friendly way of life.

3. The Context:

The College has adopted an Eco-friendly, Green and Clean Campus as a best practice based on Brundtland report of 1987 titled 'Our Common Future'. In order to restrict the students from the present-day craze for running for development by hampering nature, the College has been trying to include eco-friendly initiatives like recycling, upcycling through DIY from waste materials, banning single-use plastics in the College campus, using organic fertilizers, re-thinking on entrepreneurship by focusing on developing eco-friendly goods and services etc. We as humans must preserve the earth and natural resources for our future generations.

4. The Practice:

The institution is devoted to manage its campus in compliance with sustainable environmental responsibilities and the following areas are used to show these responsibilities:

Green and Clean Campus: A gardener and an appropriate number of supporting staff are assigned to keep the campus clean and litter-free. Students are strictly instructed to keep the campus clean. In the campus, there are several quotes about the significance of maintaining a clean and green environment.

Waste Management: Dustbins are supplied to all Departments and classrooms for the disposal of dry waste. Waste is disposed of from the dustbins in specific areas, keeping the campus clean and eco-friendly

Conservation of water: To reduce water wastage, an effective and sanitary water storage system is adopted. The college has constructed a rainwater harvesting storage tank at the Girls' Hostel.

Digital Operating Procedure (DOP): To a great extent, institutional data is stored digitally. WhatsApp groups, emailing facilities are also adopted to minimize the use of paper.

Minimum Use of Energy: The College has installed solar lights in strategic locations with security concerns where the consumption of energy is maximum. LED lights are used in the classrooms and in other locations of the campus. Push taps are installed in the common water filter.

Trees and plant landscaping: The College fraternity has adopted various plantation drives during the last five years under various initiatives of NSS and other Cells and Wings of the College within and outside the College campus.

Awareness through Practical Initiative: The College has banned single-use plastics within the College campus. Various awareness programmes are also arranged for this purpose.

Restricted automobile use: Reducing the use of personal vehicles is advised and the use of public transport is encouraged.

Billboards within the Campus: The College authorities have displayed billboards to create awareness among students and staff on eco-friendly practices.

5. Evidence of Success:

The outcomes of this practice have been found to be extremely satisfying. It is explained as follows:

- a. The College authorities have installed bamboo dustbins all across the campus
- b. The college has a proper drainage facility to drain out the excess wastewater
- c. The Girls' Hostel has been using the rainwater harvested on the campus.
- d. The Digital Operating Procedure implemented in the college has been effective.
- e. The college's solar lights and minimized use of energy are also functioning effectively.
- f. The planting of trees and flowers in the college campus has transformed it into a beautiful landscape.
- g. The College to grow flowers and plants use earthen tubs.

6. Problems Encountered and Resources Required:

- Eco-friendly products like dust bins made out of bamboo, earthen tubs etc. are non-long lasting.
- Eco-friendly products are expensive in comparison to easily available cheap plastic products.

BEST PRACTICE II

1. Title: Yoga and Meditation

2. Objectives:

- a. Development of mental health and well-being of the students for the creation of a healthy society.
- b. To disseminate spiritual values and promote rich cultural heritage and diversity of the country.
- c. All round development of student's personality to enable them to participate in the nation-building process.
- d. To promote democratic values and the spirit of brotherhood among the students.

3. The Context:

The Government of India has laid extensive importance on mental health. As such, to highlight the benefits of yoga on our body and mind, every year 21st June has been celebrated as International Yoga

Day since 2015. This initiative has been acclaimed globally and a number of countries have encouraged its citizens to practice yoga. The college has also initiated these activities in order to fulfil the objectivities cited above.

4. The Practice:

- Panigaon OPD College has been successfully organizing International Yoga Day since 2015.
- It is organized under the banner of the NSS Unit and Psychological Counseling Cell with the active participation of the college authorities, faculty members and students.
- Additionally, people in the local area, Self Help Groups and NGOs also actively participate in this initiative.
- Every day the first five minutes of every class is dedicated to the practice of meditation so as to make the students more attentive in the class.

5. Evidence of Success:

- Mr. Joylakhi Payeng, a student of the Department of History has won numerous awards in the field of yoga. Among these, National and International awards, State Government awards, Gold Medal in Inter college yoga Competition 2022 etc. are worth mentioning.
- All the Gaon Panchayats under Telahi Block participated in 2022 Yoga Day.
- Currently, yoga is practised on a regular basis on alternate days.

6. Problems Encountered and Resources Required

The following problems are being faced in practising Yoga and Meditation on the college premises.

- A Yoga instructor is accomodated on part time basis.
- Problems faced in adjusting yoga class with the normal class routine.

File Description	Document
Best practices as hosted on the Institutional website	View Document
Any other relevant information	View Document

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:***Institutional Distinctiveness:*****INCLUSIVE DEVELOPMENT**

Panigaon Om Prakash Dinodia College is a rural institution situated at a location primarily inhabited by communities belonging to scheduled tribes and scheduled castes. Many of our students come from flood affected areas and belong to the socio-economically marginalized sections of the society. Being situated at such a location, one of the objectives of our institution is to work towards upliftment of students from underprivileged and marginalized communities through various means along with imparting knowledge and skills. Our College aspires to become an institution for inclusive development.

The following measures have been taken to achieve this goal:

Economic Measures: We have a long history of providing economic assistance to underprivileged and meritorious students for admission and on other occasions. The college provides free admission to students from Below Poverty Line (B.P.L.) categories as per the state government's policy regarding fee waiver. Apart from that, the college provides financial assistance to students from time to time to fill up examination forms, to purchase necessary books and on medical grounds. Many of our employees provide financial assistance to students individually. Our college has a well-equipped weaving centre for students to provide a mean to earn. OPD College has organized a two days workshop on cutting and stitching and an entrepreneurship development program to encourage and empower students for self-employment. Recently, our college has organized an exhibition cum sale on the occasion of World Environment Day, 2023 to promote entrepreneurial mindsets among the students. We aspire to organize it annually from this year to create awareness amongst students regarding sustainable development and entrepreneurship.

Socio-Cultural Measures: Lakhimpur district can be considered as a melting pot of cultures as it is inhabited by people belonging to various ethnic groups. The location of our college also reflects the same. As an institution of higher education, we are responsible to make an environment of harmony and co-existence in the campus. Our college celebrates this diversity of cultures in different ways. Our college celebrates International Mother Language Day to mark linguistic diversity and pride. Our annual college week includes various cultural events and competitions of different communities. We have ramps for physically handicapped students. More than 70% of our students belong to Scheduled Tribes and Scheduled Castes. Our college has also arranged relief camps in flood affected areas. Department of Economics and Department of Education have conducted socio-economic surveys to have a better understanding of the local communities.

Gender Inclusiveness: The college has a Women Cell and Internal Complaints Committee to address various issues related to gender equity and equality. The college observes International Women's Day and National Girl Child's Day annually. The college ensures representation and participation irrespective of gender identity in the decision-making process. The Teachers' Unit ensures that one out of two of their representatives to Governing Body is a female faculty member. The College conducts Students' Union election every year where students can submit nomination, contest, get elected if they meet the given criterion irrespective of gender. Special talks, workshops etc. are organized from time to time to sensitize on gender issues and to aware the students, staff members and nearby communities. The college also conducts gender audit to asses various aspects related to gender.

So, as we have mentioned above, we as an institution of higher education thrive to accomplish our goal to achieve inclusive development for our college fraternity.

File Description	Document
Appropriate web in the Institutional website	View Document

5. CONCLUSION

Additional Information :

During the journey, the college has made some remarkable achievements in the field of inclusive development of our students by providing them with academic and financial assistance. Moreover, the college rejoices the etnno-cultural diversity of the area by celebrating various days of importance, festivals, cultural and literary events etc. The college has adopted and implemented eco-friendly, green and clean campus by cultivating habits of environmental sustainability among the students and employees. Yoga and Meditation sessions are arranged to develop spirituality and mindfulness amongst the learners.

Concluding Remarks :

The college fraternity has engaged themselves with full of dedication and accountability to serve in order to achieve the desired goal of higher education as well as expectation of founders and local people. Although the College is located in a geographically remote area, it has left no stone unturned for educational upliftment of the region. The infrastructure and educational ecosystem of the college has achieved some remarkable progress over the years. It is expected that the college will play a more significant role in the days to come in achieving the real goal of higher education i.e., the pursuit of excellence.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.2.1	<p>Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)</p> <p>Answer before DVV Verification :</p> <p>Answer After DVV Verification :2</p> <p>Remark : Input edited as HEI has provided data for 2 courses. Computer basic is the regular curriculum subject shall not be considered.</p>																				
1.2.2	<p>Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years</p> <p>1.2.2.1. Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>137</td> <td>55</td> <td>0</td> <td>0</td> <td>29</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>137</td> <td>20</td> <td>0</td> <td>0</td> <td>29</td> </tr> </tbody> </table> <p>Remark : Input edited w.r.to metric 1.2.1</p>	2022-23	2021-22	2020-21	2019-20	2018-19	137	55	0	0	29	2022-23	2021-22	2020-21	2019-20	2018-19	137	20	0	0	29
2022-23	2021-22	2020-21	2019-20	2018-19																	
137	55	0	0	29																	
2022-23	2021-22	2020-21	2019-20	2018-19																	
137	20	0	0	29																	
2.4.1	<p>Percentage of full-time teachers against sanctioned posts during the last five years</p> <p>2.4.1.1. Number of sanctioned posts year wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>24</td> <td>24</td> <td>24</td> <td>24</td> <td>24</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>22</td> <td>22</td> <td>22</td> <td>22</td> <td>22</td> </tr> </tbody> </table> <p>Remark : Input edited by counting sanctioned post from given documents.</p>	2022-23	2021-22	2020-21	2019-20	2018-19	24	24	24	24	24	2022-23	2021-22	2020-21	2019-20	2018-19	22	22	22	22	22
2022-23	2021-22	2020-21	2019-20	2018-19																	
24	24	24	24	24																	
2022-23	2021-22	2020-21	2019-20	2018-19																	
22	22	22	22	22																	

2.4.2	<p>Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)</p> <p>2.4.2.1. Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D 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>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>13</td> <td>5</td> <td>4</td> <td>4</td> <td>4</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 602 1046 736"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>8</td> <td>5</td> <td>4</td> <td>4</td> <td>4</td> </tr> </tbody> </table> <p>Remark : Input edited excluding teachers having less than 10 months experience and date mentioned over degree certificates.</p>	2022-23	2021-22	2020-21	2019-20	2018-19	13	5	4	4	4	2022-23	2021-22	2020-21	2019-20	2018-19	8	5	4	4	4
2022-23	2021-22	2020-21	2019-20	2018-19																	
13	5	4	4	4																	
2022-23	2021-22	2020-21	2019-20	2018-19																	
8	5	4	4	4																	
3.1.1	<p>Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)</p> <p>3.1.1.1. Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 1133 1046 1267"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>15.04818</td> <td>0</td> <td>0.87160</td> <td>0.65</td> <td>0.6550</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 1346 1046 1480"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>00</td> <td>00</td> <td>00</td> <td>0.65</td> <td>0.52500</td> </tr> </tbody> </table> <p>Remark : Input edited w.r.to sanction letters. Google drive data shall not be accepted. Grant other than research project will not be considered.</p>	2022-23	2021-22	2020-21	2019-20	2018-19	15.04818	0	0.87160	0.65	0.6550	2022-23	2021-22	2020-21	2019-20	2018-19	00	00	00	0.65	0.52500
2022-23	2021-22	2020-21	2019-20	2018-19																	
15.04818	0	0.87160	0.65	0.6550																	
2022-23	2021-22	2020-21	2019-20	2018-19																	
00	00	00	0.65	0.52500																	
3.2.2	<p>Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years</p> <p>3.2.2.1. Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 1917 1046 2051"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>16</td> <td>1</td> <td>1</td> <td>1</td> <td>3</td> </tr> </tbody> </table>	2022-23	2021-22	2020-21	2019-20	2018-19	16	1	1	1	3										
2022-23	2021-22	2020-21	2019-20	2018-19																	
16	1	1	1	3																	

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
01	0	0	0	0

Remark : This metric is strictly for Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship, input edited accordingly.

3.3.1 Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

3.3.1.1. Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
3	9	11	4	0

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
03	05	03	01	00

Remark : Input edited by considering journals notifies on UGC care.

3.4.3 Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

3.4.3.1. Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
17	6	3	4	3

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
07	07	02	03	00

Remark : Activities conducted during assessment period only will be considered. Days celebration excluded.

4.1.2 Percentage of expenditure for infrastructure development and augmentation excluding salary

during the last five years

4.1.2.1. Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
42.34	11.37	86.88	48.28	6.40

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
48.15768	6.51264	86.88	48.28	6.40

Remark : Input edited as per the given extract.

4.3.2 Student – Computer ratio (Data for the latest completed academic year)

4.3.2.1. Number of computers available for students usage during the latest completed academic year:

Answer before DVV Verification : 30

Answer after DVV Verification: 12

Remark : Invoices are repeated, input edited excluding repeat number.

4.4.1 *Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)*

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
19.60	7.4	3.3	4.1	3.3

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
18.59224	6.24245	2.47820	2.69620	2.94220

Remark : Input edited excluding computer and electricity expences.

5.1.1 *Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years*

5.1.1.1. Number of students benefitted by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
257	319	416	185	370

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
257	319	419	185	370

Remark : Input edited as per the list provided by HEI in SSR. Google drive data shall not be accepted.

5.1.2 Following capacity development and skills enhancement activities are organised for improving students' capability

1. *Soft skills*
2. *Language and communication skills*
3. *Life skills (Yoga, physical fitness, health and hygiene)*
4. *ICT/computing skills*

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: B. 3 of the above

Remark : HEI has provided supporting documents for option 2, 3 & 4 input edited accordingly.

5.1.3 Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

5.1.3.1. Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
341	98	251	0	120

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
236	00	00	00	93

Remark : Clarification document showing google drive data will not be accepted. Input edited as per SSR data, report on program along with the list given.

5.1.4 The institution adopts the following for redressal of student grievances including sexual

harassment and ragging cases

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: C. 2 of the above

Remark : Input edited as HEI has provided supporting documents for option 1 and 3.

5.2.1 Percentage of placement of outgoing students and students progressing to higher education during the last five years

5.2.1.1. Number of outgoing students placed and / or progressed to higher education year wise during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
26	21	18	6	10

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
02	05	07	04	00

5.2.1.2. Number of outgoing students year wise during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
69	85	97	88	95

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
69	85	97	88	95

Remark : Clarification documents showing google drive data, shall not be accepted. Input edited from SSR data as per placement details.

5.2.2 Percentage of students qualifying in state/national/ international level examinations during the last five years

5.2.2.1. Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)

Answer before DVV Verification:

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2022-23	2021-22	2020-21	2019-20	2018-19
9	13	6	4	8

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
01	05	00	04	01

Remark : Input edited as per given qualifying certificates in SSR. Google drive data will not be considered.

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

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
6	6	10	3	0

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
3	1	3	1	0

Remark : Input edited excluding repeat count. One student count as one for one year.

5.3.2 Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

5.3.2.1. Number of sports and cultural programs in which students of the Institution participated year wise during last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
11	10	0	0	10

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
00	00	00	00	00

Remark : Only data has been provided by HEI, supporting data not available, input edited accordingly.

6.2.2 ***Institution implements e-governance in its operations***

1. **Administration**
2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examination**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: C. 2 of the above

Remark : HEI has provided data for option 2 & 3

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

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**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
8	0	0	0	0

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

Remark : Financial support less than Rs. 2000 shall not be considered.

6.3.3 ***Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years***

6.3.3.1. **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
21	06	20	01	03

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19

16	02	03	01	02
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6.3.3.2. Number of non-teaching staff year wise during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
5	0	0	0	0

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
13	13	13	13	13

Remark : Clarification links not working. Input edited from the given certificates in SSR data. Excluded repeated number of teachers. Non-teaching staff are as per SSR.

6.5.2

Quality assurance initiatives of the institution include:

- 1. Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2. Academic and Administrative Audit (AAA) and follow-up action taken**
- 3. Collaborative quality initiatives with other institution(s)**
- 4. Participation in NIRF and other recognized rankings**
- 5. Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Answer before DVV Verification : A. Any 4 or more of the above

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

Remark : Input edited as per the supporting data provided by HEI.

2.Extended Profile Deviations

ID	Extended Questions																				
1.1	<p>Number of students year wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <tr> <td>2022-23</td> <td>2021-22</td> <td>2020-21</td> <td>2019-20</td> <td>2018-19</td> </tr> <tr> <td>387</td> <td>398</td> <td>416</td> <td>342</td> <td>419</td> </tr> </table> <p>Answer After DVV Verification:</p> <table border="1"> <tr> <td>2022-23</td> <td>2021-22</td> <td>2020-21</td> <td>2019-20</td> <td>2018-19</td> </tr> <tr> <td>0387</td> <td>398</td> <td>416</td> <td>342</td> <td>419</td> </tr> </table>	2022-23	2021-22	2020-21	2019-20	2018-19	387	398	416	342	419	2022-23	2021-22	2020-21	2019-20	2018-19	0387	398	416	342	419
2022-23	2021-22	2020-21	2019-20	2018-19																	
387	398	416	342	419																	
2022-23	2021-22	2020-21	2019-20	2018-19																	
0387	398	416	342	419																	
2.1	<p>Number of teaching staff / full time teachers during the last five years (Without repeat count):</p> <p>Answer before DVV Verification : 35</p> <p>Answer after DVV Verification : 30</p>																				

2.2	<p>Number of teaching staff / full time teachers year wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="197 271 986 383"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>23</td> <td>20</td> <td>23</td> <td>23</td> <td>24</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1" data-bbox="197 463 986 575"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>18</td> <td>19</td> <td>22</td> <td>23</td> <td>24</td> </tr> </tbody> </table>	2022-23	2021-22	2020-21	2019-20	2018-19	23	20	23	23	24	2022-23	2021-22	2020-21	2019-20	2018-19	18	19	22	23	24
2022-23	2021-22	2020-21	2019-20	2018-19																	
23	20	23	23	24																	
2022-23	2021-22	2020-21	2019-20	2018-19																	
18	19	22	23	24																	
3.1	<p>Expenditure excluding salary component year wise during the last five years (INR in lakhs)</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="197 734 986 846"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>80.97</td> <td>25.85</td> <td>124.3</td> <td>73.51</td> <td>28.94</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1" data-bbox="197 927 986 1039"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>80.97</td> <td>25.85</td> <td>123.3560</td> <td>57.98419</td> <td>56.72394</td> </tr> </tbody> </table>	2022-23	2021-22	2020-21	2019-20	2018-19	80.97	25.85	124.3	73.51	28.94	2022-23	2021-22	2020-21	2019-20	2018-19	80.97	25.85	123.3560	57.98419	56.72394
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