



SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

GUWAHATI COLLEGE

**P.O BAMUNIMAIDAM, GUWAHATI, KAMRUP (METRO), ASSAM
781021**

www.guwahaticollege.org.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Guwahati College performs its functions within its mission and vision and caters chiefly to the needs of the society. All the stakeholders of this college feel that they are properly guided by the institution for developing the intellectual qualities of this section of the society in a multifaceted way to facilitate the shaping of their future for a purposeful and meaningful life. The mission of the College is to transform the society through spread of knowledge, education of the youth and development of personality, acquisition of skills by learners, creation of dedicated human resources and help in nation building.

Guwahati College is affiliated to Gauhati University and it follows the University designed curriculum. This curriculum is implemented in the UG programme. Guwahati College offers B.A, B.Sc. and B.Com courses. Semester system along with the Choice Based Credit System is introduced since 2019 under Gauhati University which is the affiliating University of the institution.

For the proper implementation of curriculum, seminars, workshops, group discussions and popular talks are regularly held for the enrichment of students and faculties. Field trips and educational excursions are arranged regularly as a part of the curriculum.

The faculty members are deputed for Refresher Courses and Orientation Courses as and when required.

The institution provides an academic calendar as per University specifications which shows the duration of the semester, the date of commencement and end of semester and sessional examination and holidays.

Student feedback on curriculum is taken to make teaching more effective by the Principal. The Principal discusses with the teachers if necessary regarding students' feedback. For effective operation of the curriculum, the college organizes different Developmental programmes in the campus in the fields of science and technology, politics, industry and environment for which experts from different fields are invited from universities, industries, research bodies etc.

The Academic Monitoring committee of the college meets from time to time to analyze the implementation of the curriculum in time. At the end of each semester, Academic Monitoring committee conducts a result analysis and suggests corrective measures. These matters are also discussed in Staff meetings periodically. Records of each teacher's progress of allotted syllabus is maintained by HODs.

For the enrichment of the curriculum, the college makes effort to integrate socially relevant issues into the curriculum with the help of the different cells functioning in the college like Career Counseling Cell, Internal complaint committee, Anti-Ragging Cell, Women's' Forum, NSS and NCC. The Teacher's Unit and the Student Union of the College play a vital role in these ventures.

Vision

Vision

The College has a **VISION** of edifying the society through the propagation of knowledge and inculcating amongst all, a sense of morality and the awareness of social values and patriotism.

Education is a pro-active provider in generating and moulding human resources for an all round development of the socio-economic sector. Guwahati College performs its function within this parameter and caters chiefly to the needs of the disadvantaged segment of the society who are otherwise deprived of higher education due to various adverse factors. The college aspires to provide educational opportunities to the residents of the neighbouring catchment area who have been deprived of quality education. All the stakeholders of this college feel that they are properly guided by the institution for developing the intellectual qualities of this section of the society in a multifaceted way to facilitate the shaping of their future for a purposeful and meaningful life.

Mission

The mission of the College is to **TEACH**. The term here stands for:

1. Transformation of the society through spread of knowledge.
2. Education of the youth and development of personality.
3. Acquisition of skills by learners.
4. Creation of dedicated human resources.

5. Help in nation building.

Objectives

We strive to materialize our vision which has three basic dimensions.

1. Academic Development of the Students : The primary objective of the institution is

academic development of the students. To attain this objective, various measures have

been taken such as regular classes, maintenance of strict attendance, enrichment of the library, subscription to academic journals and magazines and providing standard

infrastructure.

2. Developing Human Resources : For the all-round development of the students, the

college takes initiatives through proper education and exposure to various co-curricular

activities in and outside the college. Various academic as well as co-curricular activities are

organized in the college, in order to develop leadership skills, team spirit, communication

skills and collective responsibility amongst the students.

3. Creating Social Awareness : The college shows its excellence in creating social

awareness through different awareness programmes organized by the students themselves.

Numerous awareness programmes are held in and nearby areas of the college.

4. Inculcating Moral Values : The tendency of declination in moral values among the

new generation is a global phenomenon. Therefore Guwahati College is taking certain steps

to create good values among its students. Towards this end, programmes like Yoga Practice,

lectures on eminent personalities, celebrations of Gandhi Jayanti, Ravindra Jayanti etc. are

held from time to time in the college.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. Enjoying Diamond Jubilee year.
2. Committed and qualified teaching faculty.
3. Consistent academic performance.
4. Continuous and regular evaluation.
5. New well designed office.
6. New Biological Science building.
7. New library building.
8. ICT enabled class room.
9. 48 class rooms
10. Three Smart class room.
11. 20 new faculties have joined.
12. Solar panel installed at the campus.
13. More sports facilities.
14. Use of audio-visual aids in the class rooms as well as in student's presentations
etc.
15. An academic audit has been done by two peer team members.
16. Good student-teacher relationship which is supported by online feedback system and Grievance Redressal Mechanism.
17. Fully online admission process.
18. Every department has departmental libraries for the students.
19. Number of classrooms and laboratories are sufficient
20. Eco friendly campus, and secured gender friendly campus.
21. Almost all the classrooms and some specific zones have CCTV coverage .
22. NCC and NSS activities are excellent in and out of the campus.
23. Conduct of Environment, Energy and green audits.

24. Number of Mou has been signed.
25. Safe drinking water for all.
26. The campus is Ragging-free, plastic-free, tobacco-free.

Institutional Weakness

1. Inadequate infrastructure for introduction of PG Courses
2. Lack of infrastructure for research and development
3. Limited linkages with other institution in terms of Research and Development
4. Need more smart class room and well maintained class room with internet facility.
5. Need additional facilities like more conference centres, seminar rooms, well-furnished auditorium, a well-equipped automated office, well-equipped gymnasium
6. Being financially, a poor institution do not have any fine process of generating fund apart from the fees collected from students and funding of government.
7. Need more sanctioned posts for non-teaching and teaching staff.

Institutional Opportunity

1. Proposal for Post-graduate Courses and more Career Oriented Courses.
2. Encourage more sports facilities and activities.
3. Inter college competitions to promote more interaction with other institutions.
4. Under Graduate students gets admissions in several Nationally Acknowledged Institutions in India.
5. Most of the faculty members participate in National & International Seminars and Workshops etc.
6. To provide a good student computer ratio and free wi-fi facility to all students.
7. To organize the vast alumni community for the college development.
8. To inform about the foreign scholarship and the process.

Institutional Challenge

1. To increase the infrastructure to accommodate increasing number of applicants.
2. Need more academic sanctioned posts.
3. To increase the number of Office Staff (Clerical & Grade IV)
4. Need more infrastructure for every departments.
5. Need more facilities for Boys' and Girls' common room.
6. Need govt funds for running some career oriented courses.
7. To achieve the status of an autonomous institution in the future.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Guwahati College is affiliated to Gauhati University and it follows the university designed curriculum. This curriculum is implemented in the UG programme. The Choice Based Credit System is introduced since 2019 under Gauhati University which is the affiliating University of the institution. The college has started two new courses namely on Quantitative Aptitude by Mathematics dept and Language lab by English dept. The institution provides an academic calendar as per university specifications which show the duration of the semester, the date of commencement and end of semester and sessional examination and holidays which are published in the college website. The institution sends its faculties to Faculty Improvement Programme and Quality Improvement Programme conducted by university and other institution and agencies. Department libraries are upgraded to furnish the students with specialized knowledge in the disciplines concerned in addition to Central library. To update the faculty members they are encouraged to attend Refresher Courses, Orientation Courses, National/International seminars, Workshops etc with mutual arrangement of the department concerned. The IQAC supports all departments with a small amount of Rs10,000 funding to conduct Popular talk, seminars, workshops and educational activities. The college supports educational excursion by funding. The departments as required are provided with laptops, desktop computers, printers and Wi-fi facilities. The institution itself supports the departments with RUSA grant towards maintenance, laboratory equipments, purchase of furniture, class room accessories etc. Two of the faculties have awarded Minor Research Projects. Two research committees (Arts and Science) are formed to promote the research culture among the faculty and students. Student feedback on curriculum is taken to make teaching more effective by IQAC. The principal discusses with the teachers if necessary regarding students' feedback.

All the HODs of the departments are engaged in distributing classes amongst the faculties in such a manner that the curriculum is completed within the specified time. Seminars, Workshops and Lectures are regularly held

for the enrichment of students and faculties. Debates, Quiz programmes etc. are conducted by most of the departments in relevant fields in connection with the curriculum. Question Banks have been prepared by all the departments and are deployed for effective implementation of the curriculum. Orientation/Mentoring is held at the end of semesters to empower the students to face the examinations with confidence. Interactive sessions have been set up for more effective dissemination of knowledge and with a view to improve the motivation of students.

Each department periodically conducts meetings of faculty members to discuss the progress of academic and co-curricular activities and assumes corrective steps.

At the end of each semester, Academic Committee conducts a result analysis, and suggests corrective measures. These matters are also discussed in Staff meetings periodically.

Records of each teacher's progress of allotted syllabus are maintained by HODs.

The achievement of the curriculum is analyzed through a) Student Feedback on Teachers ·b) Student Feedback on Curriculum ·c) Parents' Feedback d) Students' Performance and Result Analysis

Teaching-learning and Evaluation

At the beginning of each academic session the college prepares the academic calendar based on the Gauhati University academic calendar to which the college is affiliated. This calendar is published in the college website to the students at the time of admission every year. Since the college is affiliated to GU, the syllabus is primarily framed by the University. Depending on the syllabus stipulated by the university and college academic calendar each department frames the teaching plan, distributing the class per paper/ topic for every teacher at the beginning of the academic session. Libraries are effectively used as ready reference of study materials. The college holds two centralized examinations each semester viz. 1st and 2nd sessional examinations as per the schedule given by the university. Class tests and tutorials are held regularly by the departments in order to improve more knowledge and skills. The departments also conduct assignments, student projects, industrial visits, student seminars, field trips, awareness camps and other activities depending on the syllabi of the programmes. Attendance is taken in each class which is reviewed weekly and consolidated semester-wise. Departmental seminars have been arranged regularly where external resource persons also participate.

Educational tours are organized to make teaching more effective.

IQAC organizes popular talks, value added programmes, skill oriented programmes for the all round development of the students. The traditional chalk and talk lecture method is used in some deptt like Mathematics but Computerized learning and LCD presentation and different other methods are adopted to make teaching an exciting and interactive exercise. The teachers of Science Departments arrange student centric learning strategies by focusing on application based experiments. The teachers of other departments along with lecture method used field survey, group discussions, popular talks on relevant issues, students seminar etc in order to motivate them beyond the scope of theoretical knowledge only.

Invited lectures are organized by external speakers to enhance the teaching-learning process in addition of regular classroom teaching by the faculties.

Use of maps & GIS system are used in the Department of Geography.

Audio-visual aids are used in deptt of English and Hindi in the class rooms as well as in student's presentations. Interactive sessions are held to encourage the voluntary and active participation of the students for effective learning. Group Discussions on some relevant issues are arranged among the students to develop their personality and to enhance reasoning and analytical ability. Students are given freedom to choose topics for project works and seminar presentations. Presentations by the students open up opportunity for interacting with the teachers as well as among themselves.

The college promotes creativity amongst the students by encouraging them to publish materials in the college magazine, wall magazine and also in popular literary magazines and journals. Experts from industry and academy are invited to deliver talks, and students and faculty members benefit academically from these sessions.

Research, Innovations and Extension

The institution has two Research Committees (Arts and Science) to monitor and address the issues of research activities. The committee consists of the convener and some senior faculty member and elected faculty members holding doctorate and/or pursuing Ph.D. The committee encourages the faculty members to enroll in PhD programmes in their fields of interest. Research committee also collects details of potential funding agencies in government and private sectors to obtain financial assistance for the research projects of faculty members and students in the college. Students are motivated to present research paper in PowerPoint presentation. All faculty members have been provided with unique user ID and password from the Central Library for accessing NLIST programme.

IQAC encourage the faculty to take up Major/ Minor research projects and two faculties, one from geography and other from political science deptt have awarded minor research projects from UGC.

Faculty members are granted leave to participate in National seminars, short term courses and various workshops related to Research methodology.

IQAC organized three national seminars and two workshops on IPR.

Teachers who have completed their Ph.D.s, are facilitated by the Teachers' unit and IQAC. IQAC encourages syllabus oriented research project works among the students

Faculty members are motivated to publish research papers in reputed Journals and a number of papers are published in reputed journals and sighted in SCOPUS. Students are motivated to leading research by visiting institutions like IIT, ASTEC, IASST, to introduce various opportunities for the students to take research as a career. All these efforts have ignited scholastic aptitude among students.

Infrastructure and Learning Resources

The college ensures optimal utilization of various equipments and research facilities by encouraging faculty

members from different disciplines in accordance with their necessities. The college has three academic blocks, office, one biotech hub, library and a canteen in its campus.

The available research facilities such as general library, INFLIBNET, Wi-Fi internet connectivity, softwares, computing facilities, and electronic equipments are used on a shared basis among students and faculty members. Two Minor Research Projects are in action in the last two years in the college.

To develop the scientific temperament of the students of Arts and Science faculty two Research Committees are functioning in the college.

A well equipped Biotech Hub, sponsored by DBT, Govt. of India in the college offered facilities for school and college students to learn and develop a scientific temperament till 2019.

The institution has 45 class rooms with black boards, green boards, interactive boards, LCD projector(10 rooms), podiums and adequate seating facility for learners.

The entire campus is Wi-Fi enabled. There are four multi functioning photo copiers and a Duplo-Printer. All the departments have been provided with computers, laptops, LCD projectors etc.

The college has facilities for enhancing the cultural, sports and other co-curricular activities. There is a large field for outdoor games like athletic meet, cricket, football, volleyball etc. The institution publishes revised and updated prospectus, annual bulletin, hand-book for students every academic year, at the time of new admission.

A Career Guidance Cell for academic and psychological support is given to the students. The faculty also participates in personal counseling. The college has a regular well established Grievance Redressal Cell for redressing grievances regarding academic matters, library, health services, infrastructure facilities and other services.

The institution has a well-equipped and fully computerized college library newly built having more than 37,766 (01/04/22) text books, journals, reference books, periodicals and newspapers which is connected with internet facility and INFLIBNET.

Student Support and Progression

The institution ensures its commitment and accountability by fulfilling its mission and vision continuously. There is a continuous process of work culture among the teaching and non teaching staff. The student union body along with NSS and NCC is very active and involve in various social and academic activities of the college. The institution publishes revised and updated prospectus, annual bulletin, hand book for students every academic year, at the time of new admission. It provides -

- Vision, mission and objectives of the college

- necessary information about programme structure,
- different programmes offered,
- facilities available in the institution,
- admission process
- Seats available for SC/ST / OBC/PH and other weaker sections of society as per the govt regulations.
- Fees structures.
- Academic calendar also provides information about the annual working pattern of the college.

Through prospectus the students can avail:

- Information about rules and regulations prevailing in the institution,
- Various courses offered, academic working days,
- arrangement for co-curricular and extracurricular activities,
- information about the college library rules, and
- Information about the teaching and non teaching staff.
- Different types of scholarship and free ship schemes introduced by central and state governments are made available to the students on time by the institution.

The following are the main scholarships and free ships disbursed among the students.

- Govt. Merit Scholarship
- Govt. Scholarship for SC and ST students

The college has a Central Alumni Association which periodically makes contributions to the college in the form of sponsoring kinds like books and almirahs for departmental library, fan, furniture etc. and other supports. They also help in the academic activities by taking classes in the respective departments without any honorarium.

A Students' Grievance Redressal Cell has been functioning in the college for the past many years. The cell includes the Principal, Vice-principal, IQAC Coordinator and student representatives. The minor confrontations of the students' organizations are effectively addressed by the cell. The

Teachers unit also plays an important role in enforcing discipline as well as redressing student grievances.

Governance, Leadership and Management

The college is managed by the Department of Higher Education (DHE) under Government of Assam. The Governing Body of the college plays an active role in the design and implementation of the quality policy of the college. In fact, it takes the ultimate decisions on matters of quality policy and plans. The DHE regularly updates its website with necessary information regarding government's programmes for ensuring quality in higher education and plan of actions that individual institutions /colleges have to implement. The Principal collects necessary information directly from the Higher Education Department and organizes activities after proper discussion with the Governing Body as per the requirements and then implement them effectively at institutional level. The Governing Body of the college is the apex body which acts as the supreme authority of the college and it makes plans and policies and takes decision and finally evaluates those after its proper implementation and

execution by the various committees.

Other matters relating to admission, examination, finance, purchase are decided by the respective committees subject to the final approval from the Governing Body. The college promotes the culture of participatory management through different committees constituted for the management of different institutional activities through Examination Committee,

University Examination Zone, Career Counseling Cell, Grievance redressal Cell, Students' Union Society, Internal Complain committee, Disciplinary Committee, Anti ragging cell

Alumni Association etc. The institution has a formally stated quality policy in the form of academic and other related matters and is displayed in college website.

The IQAC is responsible for regular monitoring of the implementation of the policy and also for annual review for assessing its success in fulfilling the institutional objectives. This includes the university examination, the college toppers' list, college events, academic calendar, year-wise comparative examination results.

The college has the following perspective plan for development:

- 1) Introduction of new courses on Quantitative aptitude and language lab.
- 2) Enhance for PG programme
- 3) Introduction of career oriented programme
- 4) Improving extra-curricular activities by adopting a village, Hazongbori.
- 5) 10 no of faculties awarded Ph.D. from different universities.
- 6) Fully Online admission process.
- 7) Sports activities like Inter college taiquando. Volley, chess were organized.

Institutional Values and Best Practices

The college has conducted academic audit, administrative audit, Environment audit and Energy audit of its campus. The college also has conducted green audit. Each and every plant of the campus is identified with the scientific and vernacular name. Constant effort is being made to maintain the greenery of the campus and to preserve the old trees of considerable height. The college campus has developed a plastic free zone. The college has a lot of electrical equipments which require regular power supply. To reduce the consumption of electricity, CFL lights are used in the campus. The general solid waste from the college are segregated into non-biodegradable and biodegradable segments using differently colored dustbins, which are then given to Guwahati Municipality Corporation for proper disposal and reuse. The liquid waste generated from different laboratories goes to a treatment pit inside the campus. The experiments are designed to minimize the use of chemicals. The labs are properly ventilated. The Chemical stock is maintained properly to minimize unnecessary buying and stock piling.

Solid waste is put in appropriately labeled closed dustbins. The college generate very little biomedical waste from laboratory experiments. The sterilized wastes are then collected by the municipality. The e-waste generated in the campus is collected and kept centrally. They are then given to local vendors who take it for recycling. The campus has a botanical garden, hence all the biodegradable waste generated from various places in the campus is transferred to a pit to form manures which are used in the garden. Developing a lush green environment in the campus is most important part of todays life and so it is considered a best practice.

A green campus will sensitize the young mind to the difference that a green environment makes to the quality of human life. Fighting against covid is also a best practice at the present context.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	GUWAHATI COLLEGE
Address	P.O Bamunimaidam, Guwahati, kamrup (Metro), Assam
City	Guwahati
State	Assam
Pin	781021
Website	www.guwahaticollege.org.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Pranab Sandilya	0361-2550512	9435730902	0361-2550512	ppalguwahaticollege@gmail.com
IQAC / CIQA coordinator	Arati Bairagee	0361-2558919	9864067428	-	abairagee9@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	Gauhati University	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	04-06-1969	View Document
12B of UGC	26-02-1992	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	P.O Bamunimaidam, Guwahati, kamrup (Metro), Assam	Urban	10.47	21205

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Assamese	36	HS	Assamese	71	71
UG	BSc,Botany	36	HS	English	35	30
UG	BSc,Chemistry	36	HS	English	35	26
UG	BA,Economics	36	HS	English	64	64
UG	BA,Education	36	HS	English	62	62
UG	BA,English	36	HS	English	62	51
UG	BA,Geography	36	HS	English	68	68
UG	BA,Hindi	36	HS	Hindi	62	50
UG	BA,History	36	HS	English	62	40
UG	BSc,Mathematics	36	HS	English	30	26
UG	BA,Mathematics	36	HS	English	10	3
UG	BSc,Physics	36	HS	English	35	26
UG	BSc,Zoology	36	HS	English	35	24
UG	BCom,Accountancy	36	HS	English	51	51
UG	BCom,Management	36	HS	English	51	51
UG	BCom,Finance	36	HS	English	51	51
UG	BA,Political Science	36	HS	English	62	60
UG	BA,Arts	36	HS	English + Assamese	200	0

UG	BA,Arts	36	HS	English + Assamese	200	0
UG	BSc,Science	36	HS	English + Assamese	150	0
UG	BCom,Com merce	36	HS	English	50	0
UG	BCom,Com merce	36	HS	English	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				18				39			
Recruited	0	0	0	0	14	4	0	18	16	18	0	34
Yet to Recruit	0				0				5			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				10			
Recruited	0	0	0	0	0	0	0	0	3	7	0	10
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				24
Recruited	15	1	0	16
Yet to Recruit				8
Sanctioned by the Management/Society or Other Authorized Bodies				8
Recruited	3	5	0	8
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	8	4	0	13	13	0	38
M.Phil.	0	0	0	0	1	0	1	0	0	2
PG	0	0	0	6	0	0	6	0	0	12
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	1	0	1
PG	0	0	0	0	0	0	3	6	0	9
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	Others	Total
		2		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	0	18	0	0	18
	Female	0	7	0	0	7
	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	33	17	28	27
	Female	31	36	44	24
	Others	0	0	0	0
ST	Male	59	62	59	40
	Female	55	53	65	41
	Others	0	0	0	0
OBC	Male	99	104	110	84
	Female	125	115	122	118
	Others	0	0	0	0
General	Male	103	88	233	192
	Female	143	178	267	221
	Others	0	0	0	0
Others	Male	4	4	4	5
	Female	9	6	3	2
	Others	0	0	0	0
Total		661	663	935	754

Institutional preparedness for NEP

<p>1. Multidisciplinary/interdisciplinary:</p>	<p>The college offers various programmes across various streams, including Humanities, Social sciences, Commerce and management, Physical sciences, and Life sciences. There is ample scope for implementing a multidisciplinary approach to education as envisaged in the NEP 2020. The college has adequate infrastructure and qualified faculty to implement an interdisciplinary approach to education. Various departments are involved in interdepartmental activities. The institution provides a method of curriculum integration that highlights the diverse perspectives that different disciplines can bring to illustrate a theme, subject, or issue. Through this multidisciplinary education, the institution allow</p>
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	<p>students to get the right to choose their favourite subject, the subject that they want to learn. Since we are an affiliated college, we depend on the parent university for the revision of the curricula to allow this new curriculum and subject combination to be implemented in the college.</p>
2. Academic bank of credits (ABC):	<p>Gauhati University is the affiliating university of Guwahati College. As the University has not implemented the Academic Bank of Credits regulation to the affiliated colleges, we waiting the university to respond. However, once the parent university adopts the same, the college is ready and remains committed to implementing the Academic Bank of Credits under the new NEP 2020.</p>
3. Skill development:	<p>In the light of NEP, the various departments of the college have the capacity to offer specific skills sets to the students of the college which can be in accordance with skills specified by the Skill Development Department at different levels. Already various skills-oriented certificate courses are being offered in the college which include courses like Ornamental Aquaculture, Quantitative Aptitude Certificate Course, Communicative English and Language Lab, Human Rights Certificate Course, Spoken Hindi Certificate Course etc. All these courses are being conducted by the departments to empower students with employable skills. SEC Course is also included in the Syllabus which are taught in the college. Considering the present job market and number of unemployed, it has become important for the institutions to motivate the students to change their orientation from job seekers to entrepreneurship. The college believes that skill quotient of the students should be improved rather than awarding paper degrees. MoUs signed with industries for enhancing employability through training and internship. Start-up idea pitching-related competitions are being held amongst the students so that they come up with new ideas. However, with the NEP we believe that we will be in a much favourable position to introduce more skill-based programmes integrated within the curriculum.</p>
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	<p>The college already has three Indian language departments including Assamese, Hindi, Bengali, besides the departments teaching humanities. The faculty of these departments are fully equipped to</p>

	<p>collaborate, design, and implement curricula that integrate the Indian knowledge system in their respective streams. The faculty are also trained to design and deliver content for such courses in an online mode. Classes are imparted in Assamese along with the English language. Various interactive sessions that are held are used in both Vernacular languages and English. Various Committees such as MOOCs, Online Education, E content Development are working towards the smooth implementation of the programmes.</p>
<p>5. Focus on Outcome based education (OBE):</p>	<p>Since the implementation of the Learning Outcomes based Curriculum Framework (LOCF) by the UGC, HEIs have been encouraged to follow the same. At present all programmes offered by the college follow their respective Online teaching for curricula delivery. These are discussed by the faculty in class and they are made available to the students through google classroom and other means. The attainment of outcomes is measured from the performance of students in the internal assessments, sessional examination and final term exams. The college however is in the process of fine-tuning the process of OBE since the parent university has yet to implement the same.</p>
<p>6. Distance education/online education:</p>	<p>One of the highlights of the NEP is the democratization of education. As part of this effort, distance education and online mode of teaching-learning will have to be strengthened. The COVID19 pandemic has shown that online education is becoming an essential learning mode, and it is here to stay. The online mode of teaching-learning is an integral part of the college's pedagogy, which was the only method we employed during the lockdown periods. The college has been imparting Online Education to the students since a few years back. During COVID 19 situation all the teachers took classes, circulated study materials, and took mentoring classes for the students. The infrastructure and IT facilities in the college for operating online classes are adequate. Online learning is also supported by the College central library, which has eBooks and e-Journals from various national sources that are subscribed for access by the staff and students. Also, the college has been using platforms like Google Suite, Moodle, Zoom, and Microsoft teams for operating the online classes.</p>

Institutional Initiatives for Electoral Literacy

<p>1. Whether Electoral Literacy Club (ELC) has been set up in the College?</p>	<p>? Yes, ELC has been set up in the College. Two Faculty Members Dr.Smriti Rekha Bhunya and Dr. Pinky Boruah Attended Training of State Level Master Trainer (SLMTs) and SVEEP Nodal officers (SNOs) at IIIDEM, Delhi on 26 to 27 September 2019.</p>
<p>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?</p>	<p>? Yes, student coordinator and coordinating faculty members are appointed by the College. Ms. Pranjana Borah, a student of the deptt of Political Science is the student coordinator (Campus Ambassador) and Dr. Sangita Bhagawati, Assistant Professor of the deptt of Political Science is the current coordinating faculty member (Nodal Officer) of ELC. Prior to Dr. Bhagawati, Dr. Arup Kumar Nath, Associate Professor of Assamese Deptt served as the coordinating faculty member (Nodal Officer) of ELC. Yes, the ELCs are functional and representative in character. Since its inception, the ELCs has organized various events in order to enhance awareness about democratic values among the prospective voters.</p>
<p>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.</p>	<p>? The ELC, Guwahati College has undertaken various initiatives in order to make the prospective voters aware about their electoral system and inculcate in them democratic values. An awareness camp on EVM and VVPAT was organized by the ELC inside the college premises to make the prospective voters aware about how to cast vote through EVM and VVPAT in 2019. It also successfully conducted a training programme of the Election Officers engaged in the election duty of General Election, 2019 of our country wherein the District Level Master Trainers imparted training to the officers. The Campus Ambassador, Pranjana Borah took along with her a group of students to attend the launching of New User-friendly Voter Registration forms by the Chief Election Officer, Assam at the KBR Hall of Cotton University. The College sent a football team to play at the Xojaag Voter football competition in January, 2022 in order to celebrate National Voters' Day, 2022 by the district administration.</p>

<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>? The ELC, Guwahati College has undertaken various initiatives in order to make the prospective voters aware about their electoral system and inculcate in them democratic values. An awareness camp on EVM and VVPAT was organized by the ELC inside the college premises to make the prospective voters aware about how to cast vote through EVM and VVPAT in 2019. The Campus Ambassador, Pranjana Borah took along with her a group of students to attend the launching of New User-friendly Voter Registration forms by the Chief Election Officer, Assam at the KBR Hall of Cotton University. The Registration forms has been distributed among the prospective voters to register their names in the Electoral Roll. It also organized Prabhat Pheri, distributed flags among the students and the nearby household of the institution to make them aware about the noble ideals that inspired our national struggle for freedom on the eve of completing 75 years of India's independence by celebrating it from 11-15 August, 2022. The ELC also organized a plantation drive on 5th June, 2022 and planted saplings inside the college campus and distributed a few among the nearby residents in collaboration with Political Science and Botany Deptt. In order to inculcate democratic values among the students, a patriotic song and dance competition was conducted by ELC on 4th January, 2022. An extempore speech competition on various themes related to democracy and election process was also held among the students on the occasion of celebrating National Voters' Day, 2019. It celebrates, every year, the National Voters' Day and this year voters' pledge was taken through online mode wherein Mr. D.R.S Khataniar, Hod, Deptt of English graced the occasion as Guest of honor virtually.</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 institution has responded positively to the initiatives taken by the district administration for the registration of prospective voters as and when called for. The Campus Ambassador a The Campus Ambassador, Pranjana Borah took along with her a group of students to attend the launching of New User-friendly Voter Registration forms by the Chief Election Officer, Assam at the KBR Hall of Cotton University. The Registration forms has been distributed among the prospective voters of all the educational institutions to register their names in the</p>

Electoral Roll.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1646	1580	1541	1608	1545

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

2 Teachers

2.1

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

Response: 65

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

2.2

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

2021-22	2020-21	2019-20	2018-19	2017-18
52	47	48	51	53

3 Institution

3.1

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

2021-22	2020-21	2019-20	2018-19	2017-18
86.6	92.55	202.9	213.26	241.56

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:

The college has already implemented the CBCS system as required by Gauhati University. An Academic Monitoring Committee comprising of all Heads of Departments was entrusted with the responsibility of implementing the CBCS courses as per GU regulations for under graduate courses. A CBCS committee was formed to execute the guidelines and apprise the Academic Monitoring Committee of the progress in the matter. Professor Nisar Ahmed Barua, Department of Economics Gauhati University was invited for an interactive session with our faculty members on CBCS related issues. The process of CBCS curriculum was duly followed, monitored and implemented successfully.

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

1.2 Academic Flexibility

1.2.1 Number of Add on /Certificate/Value added programs offered during the last five years

Response: 03

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

1.2.2 Percentage of students enrolled in Certificate/ Add-on/Value added programs as against the total number of students during the last five years

Response: 0.95

1.2.2.1 Number of students enrolled in subject related Certificate/ Add-on/Value added programs year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
62	13	0	0	0

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 into the Curriculum

Response:

The paper titled Contemporary India : Women and Empowerment is opted as generic elective paper by the department of English for student from other departments , as per CBCS syllabus. The course deal with modules related to gender issues and the legal framework therein. The paper itself is an apt example of cross cutting as the department of English teaches issues related to gender and empowerment from the Contempory perspective to students from different disciplines. The college also teaches environmental studies, as mandated by UGC following Supreme Court guideline. Since sensitivity related to gender and environmental issue is becoming a necessity for being a future professional with high ethical and human values to positively contribute to society and nation-building, the course has been also serving as a bridge course for overall sensitisation.

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: 15.98

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

Response: 263

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

1.4 Feedback System

<p>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 (Yes or No)</p> <p>Response: Yes</p>	
File Description	Document
Upload supporting document	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Enrolment percentage

Response: 77.06

2.1.1.1 Number of students admitted year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
602	554	490	536	515

2.1.1.2 Number of sanctioned seats year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
700	700	700	700	700

File Description

Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

2.1.2 Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (Exclusive of supernumerary seats)

Response: 95.71

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

2021-22	2020-21	2019-20	2018-19	2017-18
310	335	334	262	254

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

2021-22	2020-21	2019-20	2018-19	2017-18
346	346	346	262	262

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

2.2 Student Teacher Ratio

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

Response: 31.65

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 using ICT tools

Response:

ICT Enabled Teaching is common practice to make classes more interesting and thorough. Maximum faculties use the LCD presentation in the class room. Three smart class room is enhancing the teaching learning process. As the college campus has Wi-Fi network it is possible for all the teachers and students to avail the network all the time. It is found that visual presentations and use of visualizers help the weaker students to imbibe the concepts of the topics and enhance their ideas.

IQAC contributes in improving the teaching learning process through various **student centric** learning strategies

measures :

- Organizing online webinar to aware the students to use digital learning like Sodh ganga
- Motivating faculty members periodically to attend programmes on new and emerging technologies.
- Internet facilities is provided to all the departments and in the library for the students.
- The college has a campus wide Wi-Fi network.
- CCTV cameras have been installed at some specific points in the campus for centralized surveillance.
- Departmental seminars by students have been arranged regularly where external resource persons also participate.

- Educational tours are organized to make teaching more effective.
- Students Seminars, Students are encouraged to make presentations with PPT slides. Feedback on respective seminar presentations, assignments and projects offer a platform for participatory evaluation.
- Invited lectures by external speakers to enhance the teaching-learning process in addition of regular classroom teaching by the faculties.
- Use of maps & GIS system are used in the Department of Geography.
- Use of audio-visual aids in the class rooms as well as in student's presentations etc.

Promotion of **student-centric** learning through interactive classes:

- The faculty members effectively utilize the Wi-Fi internet and INFLIBNET facility for data collection, preparation of notes and for enhancing the student participation in learning.
- The students are trained and motivated to make power point presentation in seminars and use of internet to make teaching-learning more interactive and interesting. They also are encouraged to make seminar presentations with the help of ICT.

Promotion of **experiential learning** by some entertaining programme:

Movies and documentaries related to the curriculum are exhibited by English and Hindi deptt before the classes so that teaching can be made effective and easier.

- Hands-on learning like bird counting is encouraged through field visits, industrial visits and project works.
- Two workshops and one FDP on IPR and Three National seminars are arranged in the college and the students are encouraged to participate to interact with the experts.

Educational excursion from different departments help in experiential learning.

Promotion of **critical and creative writing** through the departmental wall magazine and also annual college magazine.

Mentoring :Mentoring of the students is our top priority. Each teacher takes keen interest to mentor students under their care.

- In the practical classes of the science departments there is a scope of mentoring through intimate interaction of the students with the teacher at the personal level.
- Teacher-student mentoring is a regular feature, but we also promote student student mentoring.
- The psycho-social support is given through teacher-student mentoring of the college.
- The Principal and other senior teachers also indirectly mentor the students and provide mental support and guidance to them.

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: 88.07				
2.4.1.1 Number of Sanctioned posts / required positions for teaching staff/ full time teachers year wise during the last five years:				
2021-22	2020-21	2019-20	2018-19	2017-18
57	57	57	57	57
File Description	Document			
Upload supporting document	View Document			

2.4.2 Percentage of full time teachers with NET/SET/SLET/ Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)				
Response: 88.05				
2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years				
2021-22	2020-21	2019-20	2018-19	2017-18
44	47	48	40	42
File Description	Document			
Upload supporting document	View Document			
Institutional data in the prescribed format	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:

Being an affiliated college under Gauhati University, a variety of measures are adopted and implemented to ensure rigor of the internal assessment process which are held on a regular and timely basis.

1. Focus of Internal Evaluation is to evaluate the programme-specific learning outcome and be based on comprehensive continuous evaluation.
2. In addition to the practice of conducting sessional examination, Departments will have to choose from a options like Essays, Tutorials, Home Assignments, Seminars, Presentations, Laboratory Work, Workshop, Project based learning, quizzes and other elements of participatory learning for activity-based assessment.
3. The proportion of distribution of marks of Internal evaluation will be:
 - 50 percent for Activity-based assessment (any two of the above mentioned activities),
 - 40 percent for Sessional examination,
 - 10 percent for participation in class.
4. Internal marks should duly notified to students and necessary remedial measures need to be undertaken accordingly.
5. In consultation with the Academic Monitoring committee, the type, schedule and pattern of continuous assessment/evaluation will be decided for each department in advance and will be notified to all concerned students and faculty officially.
6. Following the principle of “those who teach should evaluate”, the approach/pattern of continuous internal assessment/evaluation for 50 percent portion (activity assessment) will be decided and conducted by the concerned teacher as per their discretion to access the paper-specific learning objectives and outcomes.
7. In order to ensure transparency and relative uniformity, the activity type and reports are to be submitted to the HoDs or verbally by respective faculty members for timely review by Academic Monitoring committee.

The college has an Academic Monitoring committee which reviews the students regarding the internal grades awarded by the departments. The cell is constituted from all HODs of the college.

The internal grades are scrutinized by the committee before forwarding them to the university. The students can inform the authorities about their grievances in writing immediately after the examinations are over. The authorities take note of these grievances, if genuine, and take necessary steps.

All possible efforts are made to assure that the internal exam management system is efficient and transparent.

To ensure transparency, the evaluated scripts are verified at random by the HOD. The students are shown the checked answer scripts so that they can understand their strengths and flaws. And grievances, if any, are addressed immediately.

All the departments display the grades on the notice boards. If any issue needs to be forwarded to the university, then the Exam Committee appointed by the college does the needful.

Reforms of evaluation is controlled by the affiliating university at the higher level. At institutional level reforms are controlled mainly by Academic Monitoring committee and the Examination committee.

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 and attainment of POs and COs are evaluated

Response:

The mission of the college reflects the outcomes of the programme. The college has three main programme B.A., B.Sc., and B.Com. Each programme have many aspects and can create a good human being for the society.

Mission

The mission of the College is to **TEACH**. The term here stands for:

1. Transformation of the society through spread of knowledge.
2. Education of the youth and development of personality.
3. Acquisition of skills by learners.
4. Creation of dedicated human resources.
5. Help in nation building.

Objectives:

We strive to materialize our vision which has three basic dimensions.

1. Academic Development of the Students
2. Developing Human Resources
3. Creating Social Awareness
4. Inculcating Moral Values

At the beginning of the semesters, students are made aware of the skills, qualities and knowledge that they will gain through the courses offered. An induction programme is done by the orientation /induction committee before starting the course.

So, students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

- The college follows an outcome based teaching learning process and the college is very clear about the learning outcomes that is aimed at through the Courses offered.
- Teachers spend a substantial amount of time in introducing and also familiarizing the students with the syllabus,
- The Hard Copy of the syllabi and learning outcome of the courses are with the departments and students can easily access it.
- The students are also learned about the course outcomes through mentoring.

Programme Outcomes of B.A Honours Courses

- Development of problem-solving ability
- Development of communication skill
- Ability of critical evaluation
- Social responsibility
- Skill development due to hand on experiment
- Make eligible for higher education, Make Confident

Programme Outcomes of B.Sc. Honours Courses

- Lab exposure: Students become adapted to solving laboratory related problems.
- Knowledge on recent developments of science & Technology
- Job oriented course
- Make prepare for higher education
- Creating of research aptitude
- Development of Holistic approach
- Computer skills

Programme outcomes of B.Com Honours

Financial Accounting:

-

Marketing and Salesmanship

-

Computer Concepts and applications

-

Business Mathematics and Statistics

To make aware how to use and understand useful functions in business as well as the concept of EMI.

Learning outcomes

Learning outcomes are assessed and discussed in staff meetings as learning outcomes help the faculty members to plan lessons accordingly. Faculty members are made aware of the importance of the Learning outcomes in staff meetings. The college has an Academic Monitoring Committee to keep track of the programme outcome and learning outcome. On the completion of the programme, students can utilize the professional and personal skills they have learned in their day to day life.

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

2.6.2 Pass percentage of Students during last five years

Response: 82.14

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

2021-22	2020-21	2019-20	2018-19	2017-18
440	387	345	311	389

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

2021-22	2020-21	2019-20	2018-19	2017-18
531	464	352	457	475

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

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 2.97

File Description	Document
Upload database of all students on roll	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: 3

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

2021-22	2020-21	2019-20	2018-19	2017-18
0	3	0	0	0

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 and has initiatives for creation and transfer of knowledge

Response:

The Institution Innovation Cell(ICC) of Guwahati College was formed on 03/11/2021. The main objective of the cell is to motivate and enable young minds to create new ideas and transform them into real life opportunities. The cell is working toward supporting students to be self- sufficient by organizing events that help in various ways to materialize start-up plans. Resource persons like Mr. Manoram Gogoi, a successful entrepreneur was invited to deliver a talk on his success story. His dedication and shared experience has inspired the students of this college to look for career opportunities. The ICC of Guwahati College has planned a number of programs to be organized in the future to promote entrepreneurship, culture of innovation, creativity, ideation for the students.

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:** 11**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**

2021-22	2020-21	2019-20	2018-19	2017-18
6	1	1	2	1

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:** 0.32**3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
7	7	3	4	0

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	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:** 0.51**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**

2021-22	2020-21	2019-20	2018-19	2017-18
14	17	1	1	0

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

3.4 Extension Activities

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

Response:

Response: Guwahati College organizes extension activities in the neighbourhood community that sensitizes students towards community issues, gender disparities, social inequity, etc., and inculcates social values and commitment to society. A brief description of some of the student societies follows:

National Service Scheme (NSS): Members of NSS unit have participated in Republic Day Program and various awareness programs in the nearby areas. Routine Social Service/Cleanliness drives by NSS Volunteers inside and around the college campus are done.

Guwahati College Women's Forum (GCWF) works towards awareness and sensitivity in the students and instills the desire to work for an equitable, safe, and just society for women through various activities such as poster making, photography competitions, debates, and panel discussions with eminent personalities and an annual celebration of International Women's Day. GCWF organizes programs such as Breast Cancer Awareness Program, Yoga and Meditation Program, Program on Reproductive Health and Hygiene, Self Defence program for girl students etc. GCWF regularly visits Orphanage and Old Age homes and provides help both in cash and kind. The Forum also published a book on "Gender and Society" with ISBN.

Adopted Village Guwahati College has adopted Hajongbari a village and conducted various awareness programs and health camps.

Guwahati College Teachers' Unit as a part of Assam College Teachers' Association organizes various socially relevant programs and National Seminar for its members through which both teachers and students get exposure to various academic programs. GCTU organizes academic and student programs namely Science Day, Arts Day and Commerce Day in memory of Ex teachers of the college annually. Best Science, Arts and Commerce Graduate Awards are given which carries cash award, books and trophy.

The Eco Club of Guwahati College has been conducting various programs to create awareness on environment and carry out action-based programs for the protection and improvement of the environment.

As a part of the program, the Eco Club received a project grant for establishing a full-fledged nursery in the college premises. Eco Club works towards promoting the ethos of preservation and protection of our environment and to instill a feeling of responsibility for a better, greener, and cleaner environment through initiatives like plantation drives, competitions (online and Offline), talks by eminent speakers, excursions, plantation drive, cleanliness drive, screening of documentaries and campaigns on social media, etc.

National Cadet Corps (NCC): The Youth wing of the Indian Armed Forces trains young students to live a life of discipline and service to society through various activities including residential training camps. JMC unit of NCC has been actively participating in various camps/activities and have won many awards.

Other Programmes/Observances: Constitution day (Samvidan Divas) National Science Day Human Rights Day Matribasha Diwas Teachers Day, International Yoga Day, Rastriya Ekta Divas, Swacchata Programs, Environment Sustainability programs, World Wetland Day, Tourism day, Environmental Health Day, Biodiversity day World Environment Day Observance, Tree plantation and eco-awareness activities, Promoting ban on single-use Plastic are celebrated/ held annually. Along with the nearby communities. Community Service during Covid Outbreak was carried out by the teachers and students.

Besides these societies, each department conducts Seminars, Workshops, Talks, Donation Drives, Field trips, etc. to sensitize students and most teachers work towards inculcating these values in their classroom teaching and as living examples.

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

3.4.2 Awards and recognitions received for extension activities from government / government recognised bodies

Response:

AWARD AND RECOGNITION

- 1.Coordinator of NSS Dr. Satyajit Kalita lead the students to various program and also received the National Service Scheme Assam State Award for the year 2020-2021 conferred by the Dept. of Sports and Youth Welfare, Govt. of Assam for his untiring service towards NSS.
- 2.Coordinator of ECO Club Dr. Pinky Baruah received the Excellent Eco Club Award by the Department of Science Technology, Government of Assam and Ministry of Environment and Climate Change, Govt. of India.
- 3.Mr. Monoj Kr. Sarma received recognition for developing E-Contents at SCERT for DIKSHA Portal and Assam Higher Secondary Council Assam Higher Secondary Education Council , State

council for Education Research& Training for 10000 HS Students of Assam (Doordarshan Telecast)

4. Dr. Arati Bairagee received recognition from Zoological Society of Assam for developing E-content for 800 Undergraduate students of Assam (You Tube Channel)
5. Dr. Pinky Baruah received recognition from Zoological Society of Assam for developing E-content for 800 Undergraduate students of Assam (You Tube Channel)
6. Dr. Satyajit Kalita received letter of Appreciation from Director Higher Education, Govt. of Assam for his research contribution.
7. Dr. Arup Nath received letter of Appreciation from Director Higher Education, Govt. of Assam for his research contribution.
8. Dr. S.K.Sarmah is recognized as State Coordinator of national Children Science Congress.
9. Recognition as Guide by Royal Global University to Dr. Jintu Sarma.
10. Certificate of Participation to Dr. Dinesh Kakati by Assam Youth Olympics 2022
11. Sikhabidh Sahittik pitambar Nath Memorial Award to Dr. Arup Kumar Nath 2018
12. 1st prize in the cultural event by Assam Publication 2017
13. Pratidinor Sesthra Bota by NE Book Fair 2018
14. Pratidinor Sesthra Bota by NE Book Fair 2019
15. Invited Speaker INFES 2019 by EUDOXIA
16. Award of Recognition to Principal by Akhil Bharatiya Sahitya Parisad 2022
17. Certificate of Appreciation to Guwahati College for Har Ghar Tiranga by Ministry of Culture Govt. of Assam.

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 NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organised in collaboration with industry, community and NGOs) during the last five years

Response: 58

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

2021-22	2020-21	2019-20	2018-19	2017-18
5	10	5	25	13

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	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: 4

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

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 Availability of adequate infrastructure and physical facilities viz., classrooms, laboratories, ICT facilities, cultural activities, gymnasium, yoga centre etc. in the institution

Response:

The institution ensures adequate availability and optimal utilization of physical infrastructure as it is critically linked to the vision of the college. The College follows a definite system in planning and ensuring the availability of physical infrastructure and its optimal utilization.

? **ACADEMICS-** For convenience of management of classes and progression of the Teaching-learning process, the college building has been divided into three blocks- Block A , Block B and Block C, besides the administrative block and the library. Each department is allotted atleast two physical classrooms; one of which is ICT enabled. Besides these, every department has also been given their individual departmental room which includes space for teachers staff room, practical room and a departmental library from which books and journals are issued to students and teachers alike. In last few years, ample importance has been given to the digitalization of classrooms and the construction of science and computer labs. The all-purpose seminar hall with latest facilities for conducting workshops, seminars and training programmes with a seating capacity of more than 150 persons has become well furnished and equipped with AC.

? **CO-SCHOLASTIC-** The institution has adequate facilities for cultural activities, yoga, games (indoor, outdoor) and sports (gymnasium, yoga Centre, auditorium, etc.) Sport is an integral part of the curriculum. Various sports facility is provided to the students within the campus. The college is committed to create a balanced atmosphere of academic, cultural and sports activities for the overall personality development of its students. Various sports competitions such as inter departmental, inter collegiate, Inter University, etc help in developing team spirit in students. Sports and games help the students to improve their interpersonal relationship in healthy manner. Talented students are honored with medals, trophies and certificates. The outdoor stadium is regularly maintained to keep in good shape for many sport round the year. The college has also enhanced the open stage to make it a vibrant stage for cultural programs and different performances. The college also has a multipurpose Day Home where different functions are organized, besides being the venue for indoor sports and leisure of the students

? **CLEANLINESS AND HYGIENE-** Regular cleaning of water tanks, proper garbage disposal, pest control, landscaping and maintenance of lawns are done by peon and gardeners. The cleanliness campaign launched by the college inculcates the value of cleanliness and has paid rich dividends as the campus is kept clean and tidy always. The NSS students render a yeoman service in this regard. The college has outsourced people to do the cleaning operations, maintenance works and repair works. Toilet for both male and female faculty members and students on each floor of the college has been constructed. The college has also installed hand-washing facilities in some corners of the campus to encourage practices of personal hygiene. Separate Boys and Girls' Common Room provide the students a clean and separate space for relaxation.

File Description	Document
Upload Additional information	View Document

4.1.2 Percentage of expenditure, excluding salary for infrastructure augmentation during last five years (INR in Lakhs)

Response: 38.47

4.1.2.1 Expenditure for infrastructure augmentation, excluding salary during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
5.28	14.99	77.1	95.2	129.35

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

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS), subscription to e-resources, amount spent on purchase of books, journals and per day usage of library

Response:

Central Library Guwahati College is a three storied building having good collection of printed books including reference books (37700+), Newspapers (7), Journals and Periodicals (8). The floor wise arrangement of resources in the library is as follows

Library sections

Ground Floor- Reference and Text Book Section

News Paper Section

First Floor- Text Book Section

Second Floor- Archival Section

Internet Section

Periodical section

Rare Book Section

UNESCO Corner

Damaged Book Section

LIBRARY FACILITIES

- Text Book
- Reference Book
- Book Borrowing
- Printed Journals
- Printed Periodicals
- News Paper
- E- Journal and E- Books

(N-List Services-Inflibnet)

- Reading Room Facility
- Internet Facility
- OPAC

The entire library is under CCTV surveillance. 12 numbers of CC cameras have been installed for the purpose. 10 numbers of computers are there for Internet browsing. The library has reading room seating capacity of 80 numbers in reference and Textbook section. Other sections like periodical section, Rare book section, UNESCO Corner have separate reading room facility. Moreover work to have cloud based Institutional Repository using D-Space software has also been started.

Library Automation: Library is partially automated using SOUL 2.0 developed by Information and Library Network (INFLIBNET Centre). Entire collection of books has not been included for data entry purpose. Less used and obsolete books have been transferred to archival section. About 12000 books are there in book database. Users can access the books through OPAC.

Access to E-Resources: Library has membership of N-LIST (INFLIBNET) since 2010. The teaching staff has been provided the user Id and Password or accessing e- resources. The users have the access to e books (160000+), e-Journals (6000+).

Moreover live streaming videos on accessing e resources from other portals like NDLI, Swayamprabha, PDF drive, DOAB, DOAJ have been prepared and awareness is provided to the students and faculty members to enable them in accessing e- resources.

Per day user statistics: Footfall during 2021-2022

Month	Numbers
October'21	794
November'21	1399

December'21	608
January'22	383
February'22	441
March'22	265
April'22	194
May'22	478
June'22	305

Library Expenditure: Major Book Purchase

Year	Amount (Rs)
2017-2018	198382.00
2018-2019	300000.00
2019-2020	200000.00
2021-2022	343063.00

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

Response:

Keeping in view the growing importance of computer learning and increasing demand for internet access, the college has a well-equipped computer laboratory for students and 24×7 internet and Wi-Fi connection available for the teaching and non-teaching staff. The college has high-tech desktop/laptop computer with LAN and internet services through wireless connectivity, LCD projection systems, hardware and software, microphones, speakers, web camera, printers and scanners. All these resources are well utilised to make

teaching-learning meaningful. At present, the college has 52 desktop computers for students and that of 50 for administrative office and all departments with the following configuration: processor i5, 4 GB RAM, 500 GB hard disk, 3.10 GHz CPU speed.

The IT facilities and computers of the college are regularly upgraded at both institute and department level as per user requirement and the need for upgrading in course curriculum and teaching policies. The institute regularly updates the internet connection every year and as of now, the available internet bandwidth is 100 MBPS provided by railwire broadband network that is renewed and updated regularly.

The available ICT facilities in the institution are as follows:

College administrative office: The office of college administration is equipped with high configured desktop computers with printers, scanners and Xerox machine. The office is well connected with internet and Wi-Fi.

College library: The college library has registered in NList programme of Inlibnet and has been successfully used by the faculty members. The library has internet and Wi-Fi connection for the teaching and non-teaching staff. Library automation has been implemented with the installation of Inlibnet (Ahmedabad) developed SOUL 2.0 software.

Computer and language Lab: The computer laboratory of the college is well-furnished with 18 numbers of desktop computers with high configuration and Wi-Fi connection. The language laboratory of English department is equipped with 8 numbers of desktop computers, microphones, headphones, speakers with Wi-Fi connectivity to facilitate English speaking among students. One language software- Sanako is installed on each desktop computer to provide quality language education.

Technology enabled classrooms: Five smart classrooms are well furnished with interactive board with LCD projector and Wi-Fi connection.

The teaching and non-teaching staffs have an access to internet and Wi-Fi connection in 24×7. The teachers use the available computers in the institution for curricular and co-curricular activities like power point preparation, seminar and assignments, etc. During Covid-19 pandemic period, the teachers effectively utilized the ICT facilities of the college to prepare teaching learning materials and provide them to the students at home through online classes. The institute has licensed versions of G Suite and Microsoft Office Suite via which the online lectures and practical are being conducted. Every student and faculty is given an id for the same.

Software: The institution uses various licenced software such as Windows 10, Microsoft office 2010, Tally 9, Photoshop, Autolib library software and SPSS.

Internet security software: The various department and college administrative office use K7 total security to protect the computers from viruses, malware, phishing, webcam hacks, identity theft etc. and the support license is yearly renewed.

File Description	Document
Upload Additional information	View Document

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

Response: 31.65

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

Response: 52

File Description	Document
Upload supporting document	View Document

4.4 Maintenance of Campus Infrastructure

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

Response: 61.53

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)

2021-22	2020-21	2019-20	2018-19	2017-18
81.32	77.56	125.8	118.06	112.21

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	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 Government and Non-Government agencies during last five years

Response: 4.37

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

2021-22	2020-21	2019-20	2018-19	2017-18
74	83	115	55	19

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

5.1.2 Capacity building and skills enhancement initiatives taken by the institution include the following

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
Upload supporting document	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: 3.32

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

2021-22	2020-21	2019-20	2018-19	2017-18
109	58	00	45	51

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

5.1.4 The Institution has a transparent mechanism for timely 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: B. Any 3 of the above

File Description	Document
Upload supporting document	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: 37.82

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

2021-22	2020-21	2019-20	2018-19	2017-18
145	128	165	158	112

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

2021-22	2020-21	2019-20	2018-19	2017-18
440	387	345	311	389

File Description	Document
Upload supporting document	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 (eg: JAM/CLAT/GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 1.2

5.2.2.1 Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ Judicial Services/Public Prosecution services/All India Bar Exams/State government examinations) year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1	2	0	3	0

5.2.2.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
100	100	100	100	100

File Description	Document
Upload supporting document	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: 16

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

2021-22	2020-21	2019-20	2018-19	2017-18
4	5	4	2	1

File Description	Document
Upload supporting document	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: 14.6

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

2021-22	2020-21	2019-20	2018-19	2017-18
16	1	17	18	21

File Description	Document
Upload supporting document	View 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:

Guwahati College Alumni Association

The Guwahati College alumni association is constituted by the following executive committee:

President:	Boidurjya Moni Deka
Vice President:	Homen Kalita
General Secretary:	Abinash Das
Asst General Secretary:	Munmi Roy Choudhury
Treasurer:	Subhankar Kalita

Members:

1. Manab Jyoti Das
2. Ajoy Sankar Patowary
3. Sikha Chetry Sharma
4. Biswajeet Deka
5. Pooja Hujuri
6. Hirakjyoti Rajbongshi
7. Yeudul Islam
8. Kalpana kalita
9. Rima Kalita
10. Partha Jyoti Deka
11. Shahnoor Hussain
12. Arnabjyoti Kashyap
13. Manab Swargiary

Each Department of the college has their departmental alumni associations and various programmes have been organised by the departments in association with the respective alumnus. The alumni associations of the department and the general alumni association are actively engaged in development of the institution through various academic/non-academic/financial assistances.

General Body meeting of alumni association:

The general body meeting of the alumni association for the session 2022-23 was held on 09/04/2022 with the presence of 60 members of the association. The members decided to register the Guwahati College Alumni Association under Assam Cooperative Societies Act. The process of registration has been already started and the application for Registration of the alumni association under the Societies Registration Act XXI of 1860 has been successfully submitted to Group(DISTRICT - KAMRUP METRO), ASSAM.

File Description	Document
Upload Additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance and leadership is in accordance with vision and mission of the institution and it is visible in various institutional practices such as decentralization and participation in the institutional governance

Response:

Vision

The College has a **VISION** of edifying the society through the propagation of knowledge and inculcating amongst all, a sense of morality and the awareness of social values and patriotism. Education is a proactive provider in generating and moulding human resources for an all round development of the socio-economic sector. Guwahati College performs its function within this parameter and caters chiefly to the needs of the disadvantaged segment of the society who are otherwise deprived of higher education due to various adverse factors. The college aspires to provide educational opportunities to the residents of the neighbouring catchment area who have been deprived of quality education. All the stakeholders of this college feel that they are properly guided by the institution for developing the intellectual qualities of this section of the society in a multifaceted way to facilitate the shaping of their future for a purposeful and meaningful life.

Mission

The mission of the College is to **TEACH**. The term here stands for:

1. Transformation of the society through spread of knowledge.
2. Education of the youth and development of personality.
3. Acquisition of skills by learners.
4. Creation of dedicated human resources.
5. Help in nation building.

Decentralization and Participative management :

The college promotes the culture of participatory management through different committees constituted for the management of different institutional activities:

1. Examination Committee
2. University Examination Zone

3. Career Counseling Cell
4. Grievance redressal Cell
5. Students' Union Society
6. Internal Complain committee
7. Disciplinary Committee
8. Anti ragging cell
9. Alumni Association
10. Co-curricular activities(NCC,NSS unit, yoga, sports)

Leadership development in Students:

The leadership is exercised through consultation with the institution. This is exercised in such a manner that the followers in different forms give their commitments spontaneously. The Governing Body of the college along with the Principal lead from the front in order to monitor and control administration.

a) The HODs of the departments play a crucial role in framing out the academic plans and help in leadership quality among students.

B) The IQAC used to maintain and also assures the quality of the management in academic atmosphere through coordination with the students by involving them in different college activities inside and outside of the campus.

c) The Teachers Unit acts as the academic advisory body in the college by framing some policies for increase the participation of students.

d) The departments frame policies to complete the syllabus and organize seminars, workshops for developing the leadership quality among students.

e) NSS and NCC help to develop leadership qualities among the students. It strengthens the inner potential and emotional quotient of the student folk and organizes co-curricular and social activities and helps to develop a sense of service and sacrifice among the students.

h) The democratically elected college union also has its share in developing the skill in coordination and synergistic interactions among the students of this college.

i) The various cells operating in the college also join hands to fulfill the Mission of the institution.

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 functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, deployment of institutional Strategic/ perspective/development plan etc

Response:

Policies:

The institution has a formally stated quality policy in the form of academic and other related matters and is displayed in college website. The IQAC is responsible for regular monitoring of the implementation of the policy and also for annual review for assessing its success in fulfilling the institutional objectives. This includes the university examination, the departmental activity policy, advanced and slow learners, capacity building, e-governance, college events, academic calendar, year-wise comparative examination results etc.

Perspective plan :

The college has the following perspective plan for development:

A) Academic Plan :

- 1) Introduction of new courses on Quantitative aptitude and language lab.
- 2) Enhance for PG programme
- 3) Introduction of career oriented programme
- 4) Improving extra-curricular activities by adopting a village, Hazongbori.
- 5) 10 no of faculties awarded Ph.D. from different universities.
- 6) Fully Online admission process.
- 7) Sports activities like Inter college Taiquando, Volley, chess were organized.
- 8) Collaborative works, linkages with other institutions, MoUs with some specific areas.

A) Infrastructure Plan:

- 1) Increase the no of classroom and modernization and strengthening of existing laboratories.

- 2) Upgrading of Classrooms facilities with ICT.
- 3) Procurement of furniture.
- 4) New Science building
- 5) New Library building.
- 6) New canteen
- 7) New language lab
- 8) Renovation of teachers common room.
- 9) New office room and Principals chamber.

Administrative setup:

The college adopts the internal organizational structure and decision making process in the following way:

The Governing Body of the college is the apex body which acts as the supreme authority of the college and it makes plans and policies and takes decision and finally evaluates those after its proper implementation and execution by the various committees.

Other matters relating to admission, examination, finance, purchase are decided by the respective committees subject to the final approval from the Governing Body.

Recruitment:

The faculty members of the college are recruited by Directorate of Higher Education, Assam as per the norms insisted by UGC and the Government of Assam.

Faculties are selected through by giving advertisement in the leading news paper and by publishing in the college website.

Eligible candidates are shortlisted on the basis of UGC guidelines and invited for personal interview. Assistant Professors and Associate Professors are selected on the basis of their merit, research experience and their performance in personal interview by an interview board comprising of nominated representative from the University and the Govt. of Assam.

Service rules:

The service rules are maintained as per procedures of UGC and State Government. All permanent teachers appointment and promotion are regulated by rules of UGC and state govt.

Promotion:

API scores of the target teachers are verified by IQAC before holding the interview which is according to the UGC rules and state govt.

Various management committees like the following look after specific areas and requirement:

- Examination Committee
- Career Counseling Cell
- Grievance redressal Cell
- Students' Union Society
- Students' Aid Fund
- Disciplinary Committee
- Anti ragging cell
- Alumni Association

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

6.2.2 Implementation of e-governance in areas of operation

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

Response: A. All of the above

File Description	Document
Upload supporting document	View Document

6.3 Faculty Empowerment Strategies

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

Response:

Only one financial welfare scheme are available both for the teaching and non-teaching staff.

Guwahati college Teachers' and staff Thrift and Credit Co-operative Society Ltd. A govt registered society takes care of financial crisis of the teachers and staff in time of emergency.

The college tries to help the staffs in many other respects like;

1. By providing leaves to all the faculty members to attend refresher and orientation courses.
2. By managing replacement members are relieved to attend National/International seminars with proper work arrangement.
3. By organizing national seminars, workshops etc. Three National seminar, one Seven days workshop on Research Methodology, One week FDP on IPR was held in the campus.
4. Thirteen no of Webinars were organized on different topics.
5. By holding meeting for non teaching staff on MIS and maintainence of laboratory.
6. All faculty members are motivated to apply for Minor/Major projects funded by UGC and other funding agencies and to pursue research works individually.
7. Two projects are running, one from Geography and one from Political science.
8. Computer training is given to all non teaching staff to do their work more efficiently and effectively. Mr. Amal Das has sent to Kolkota for a computer training programme under RUSA.
9. Government provides increments to faculty members on the basis of their nature of work, qualification and designation.
10. The institution takes initiatives to provides good working condition to the faculty members to motivate and retain them in the institution.
11. All types of leaves determined by govt to employees [Study Leave (for Ph.D. research work/ FIP/ FDP etc. to permanent teachers), Maternity Leave (for all ladies staff), Child Care Leave (for all ladies only), Medical Leave (for all staff), Duty leaves for any govt duty and/ examination duty, University duty (for all teachers)]
12. Group Insurance and Provident Fund (for all permanent staff)
13. Timely pay revision (For contractual teachers of self-sustained courses)
14. Gym and Sports and Yoga facilities for all teaching and non-teaching staff
15. Separate seating room for teachers in the college canteen
16. Common teachers rooms with attached toilets and a TV for entertainment is being provided.
17. In each blocks, there are attached washrooms for ease of the faculty members.
18. Provision of safe drinking water facility
19. Parking space for within the campus
20. Whatsapp group from Principal for making all official communications
21. Central library facility to all faculty members for borrowing books
22. IQAC arranges to provide free Internet facility by providing Wi-fi
23. Provision of tea and snacks to all teachers engaged in IQAC work in different AQAR/ SSR preparation committees as well as the office staff of the college office
24. Educational grant to all teacher-in-charges who accompany the students in educational field trips

The IQAC reviews the performance appraisal reports of the teaching staff and makes necessary recommendations for better performance.

The management communicates the performance appraisal reports to the appropriate authority for

appropriate action. These reports are sent to the Directorate of Higher Education, Assam for the purpose of career advancement of the employees.

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

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

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

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

Response: 10.51

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

2021-22	2020-21	2019-20	2018-19	2017-18
10	14	11	3	1

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

2021-22	2020-21	2019-20	2018-19	2017-18
24	24	24	24	24

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	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 Governing Body of the college monitors effective and efficient use of available financial grants by constituting specific committees. All the accounts of the college are regularly audited. There are three types of audits done in the college.

- a. Every year the State Finance Department conducts internal auditing.
- b. All the audits done are subjected to external audit by the Office of the Accountant General., Government of Assam.
- c. The utilization of the UGC accounts is audited by the registered Chartered Accountant

The fundamental and the best practice for financial management is to conduct regular audits by any public organization/institution leading to all desired transparency. The institution is no exception in following the rules conducting internal and external financial audits as and when necessary. The Govt. audit department carries that the external audit related to all financial transactions of the institution annually, auditors being appointed by the Govt. All the required documents and information sought for verification and approval are provided by the Accountant in the office of the Principal in assistance with the other staff with different responsibilities. For the purpose, the office maintains Cashbooks, ledgers, files for utilization certificates, salary statement of all the incumbents and statements. The office is responsible for settlement of audit objections and meet with the matters clarifying with proper documents.

Transparency in financial management is carried out by the institution with Internal audit of finances adhering to the rules and norms as has been imposed by the financial institution of the Govt. For that purpose, an internal auditor was engaged for annual assessment of the Accounts of Guwahati College by a group of Chartered Accountants. The report of internal audit has been found to be satisfactory in all the related matters that had been audited and their observations of proper maintenance of records were upto the mark. In respect of all the checked and verified related items such as subsidiary Fund, Receipt and Payment Accounts. Cash Book, utilization of Govt. grants, payment vouchers etc. the report of the internal

auditor clearly translate the transparent way of Financial management and Resource Mobilisation in the institution.

The Govt. audit department carries that the external audit related to all financial transactions of the institution annually, auditors being appointed by the Govt. All the required documents and information sought for verification and approval are provided by the Accountant in the office of the Principal in assistance with the other staff with different responsibilities. For the purpose, the office maintains Cashbooks, ledgers, files for utilization certificates, salary statement of all the incumbents and statements. The office is responsible for settlement of audit objections and meet with the matters clarifying with proper documents.

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:

IQAC QUALITY INITIATIVES

The college has developed and has introduced a number of innovations in infrastructure, teaching and learning, administration, student support and progression. They are mentioned below:

INFRASTRUCTURE:

1. New Biological Science building.
2. New library building.
3. New Office room with Principal's room.
4. New College gate with security personal.

5. Tin shade in the parking area.
6. Introduced Solar panel as an alternate energy in the college campus.
7. Faculties were provided infrastructure for taking online classes from the institution.
8. Waste Management technique is supported by GMC.

TEACHING AND LEARNING:

1. CBCS system has been implemented from 2019 by the Gauhati University which is the affiliating university.
2. Almost fifteen new faculties have joined to the teachers group.
3. Admission process is fully online.
4. First time Orientation programme/Induction programme have been started for fresher's.
5. Three Smart class room has been started.
6. LCD Projectors in almost every department and 70% of faculties use ICT.
7. INFLIBNET facility is available for faculties for their research work.
8. A Book on Gender and Society with ISBN no is released by Women's forum.
9. Thirteen Webinar has been organized on different topics.
10. All faculties were encouraged to take classes on online mode during lockdown period.
11. Course outcome and programme has been uploaded in College website.
12. Yearwise college results has been published in college website.
13. Renewal of college policies regarding internal mechanism for teaching and learning and specially evaluation process.
14. The Academic Monitoring Committee strictly monitor the results of every departments.

ADMINISTRATION:

1. MIS has been installed in the office.
2. Office is partially automated.
3. New portal from affiliating university for uploading all kind of data.
4. New portal from AHSEC for uploading all kind of data.
5. Online admission process.
6. Online system for uploading Scholarship data.

STUDENT SUPPORT AND PROGRESSION:

1. The Central Alumni Association of the college has been formed.
2. Maximum department have organized alumni meet.
3. Feed back from students have been collected, analyzed and action taken.
4. Career Guidance Cell has organized career oriented programme with some external bodies.
5. For enhancing sports activities, the Inter college Taiquando competition, Chess competition was organized by the college itself with Gauhati university.
6. Inter college Teachers and Students Volleyball competition was organized.
7. The campus is tobacco free, ragging free zone.
8. An Internal complaint committee has been formed to support the student community.
9. Campus has been beautified with garden and plants.
10. An workshop on ‘How can apply for Foreign universities’ was organized to encourage the students by two of college alumni.
11. Basic Rock climbing cum adventure training programme was organized under College Mountaineering club.
12. A well maintained college canteen is inside the college campus.
13. Fund has been granted for educational study tour.in and outside of the state.

14. Compulsory seminar presentations for students to make them aware for their future research work.
15. NSS and NCC get maximum priority for any events held in the college campus.

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); Feedback collected, analysed and used for improvements
2. Collaborative quality initiatives with other institution(s)/ membership of international networks
3. Participation in NIRF
4. any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA, ISO Certification etc

Response: C. Any 2 of the above

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

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Measures initiated by the Institution for the promotion of gender equity and Institutional initiatives to celebrate / organize national and international commemorative days, events and festivals during the last five years

Response:

Guwahati College gives utmost priority to the safety and security of girl students inside its campus. An Internal Complaints Committee has been set up to look into probable complaints from students as well as lady members of the teaching and non-teaching staff and recommend corrective measures and the action required to protect women from sexual harassment at workplace. The entire college campus is placed under CCTV surveillance to monitor the security and safety of all concerned. On special occasions, like the College Students' Union Election, Annual College Week, and Freshers' Social etc. the college authority requests the local police station for additional security personnel including a large number of woman constables. The regular security guards in the college are counseled by the college authority on gender issues. The separate common room for girl students in the college is well equipped with attached facilities.

Experts in the medical field are roped in from time to time to interact with the girl students of the college on health (both mental and physical) related issues linked to women. The International Women's Day is celebrated in the college on a regular basis. In order to sensitize the young generation to gender related issues different unconventional measures are adopted from time to time like organizing poster making contest, short film making competition etc. on the theme of women empowerment. Sports events for girls are organized from time to time. The NCC wing of the college has many girl cadets.

In recent times, the Women's Forum of the college has made an attempt to expand its network of activities outside the college campus. The Forum has recently brought out a volume on 'Gender and society'. The volume, edited by Dr. Karabee Medhi and Dr. Sonmoni Roy, contains a collection of research papers and articles on gender issues and their relevance to society.

Over the years Guwahati College has made a concerted effort at celebrating and organizing different national and international commemorative days, events and festivals. Bharat Ratna Dr Bhupen Hazarika's death anniversary on 5 November is also considered to be an important occasion by the people of Assam. Rich tributes are paid to the maestro on the occasion by students and teachers in our college as well. Moreover, the college abides by the Central/State Government's occasional instruction to celebrate a particular day. Sardar Vallabhbhai Patel's birthday on 31 October is one such day. In a similar way, the college organized 'azadi ka amrit mahotsav', an initiative by the Govt of India to celebrate and commemorate the 75th year of Independence.

Celebrating the county's Independence Day and Republic Day is a regular practice in the college. The national flag is unfurled by the Principal of the college on such occasions. One of the senior faculty members is usually asked to enlighten the students on the sacrifices made by our freedom fighters and also our duties and responsibilities as conscious citizens of a free democratic country. The NCC and NSS cadets play an important role on such occasions.

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
Upload supporting document	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: C. Any 2 of the above

File Description	Document
Upload supporting document	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 diversity and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

India's north-east is a hub of diverse cultures, languages and religions. As an institution of higher learning, Guwahati College plays an important role in building a tolerant and amicable space for the students from the entire north east with different cultural, linguistic and religious backgrounds. The college campus has virtually turned into a miniature north-east with students coming in from the neighboring states like Meghalaya, Mizoram, Arunachal Pradesh, Manipur, and Tripura. The large presence of such outside-the-state students has turned the college into a mutual learning space for the students belonging to diverse geographical and linguistic backgrounds. Even students from within Assam represent different languages

and cultures such as Bodo, Mising, Karbi, Dimasa, Nepali, Bengali, Assamese etc. This creates an overall environment that inculcates in the students a sense of mutual respect and collaboration across cultures.

The college attempts to promote and support this positive aspect of its overall ambience. The Rongali Bihu that marks the arrival of the Assamese new year is celebrated in the campus, with students and teachers usually showcasing their own ethnic attires. The major objective at work behind this programme is to strengthen the sense of mutual respect and acceptance among the students coming from different linguistic and ethnic backgrounds. Bharat Ratna Dr. Bhupen Hazarika continues to be a symbol of the region's unity in diversity, as the diversity in cultures and languages forms the backdrop to many of his popular songs. Students and teachers remember and celebrate the memory of the man and his lofty ideals on his death anniversary on 5 November every year. Festivals of different religions such as Saraswasti puja and Christmas are also celebrated in the college.

Guwahati college takes pride in the fact that apart from providing academic knowledge to the student community it constantly works upon ways to develop the students as responsible citizens aware of their constitutional obligations. The college organizes a number of programmes, competitions, talks etc. to make them aware of the values, rights, duties and responsibilities of the good citizen of a democratic country like India.

The country's Independence Day and Republic Day are used as opportunities by the college fraternity to promote an awareness of the social dimension of our existence. The principal and other senior faculty members usually address the students on such occasions, highlighting the role of martyrs and freedom fighters in wresting freedom for the country. The duties and responsibilities of the young generation and the necessity of their active participation in the nation building process form the leitmotif of all the speeches addressed to students on such occasions. As there are many eligible voters among the students, 'Voters' Day' is organized in the college by the Electoral Literacy Club to sensitize the eligible voters to the need for exercising the democratic right to cast their votes for the candidate of their choice in Assembly and Parliamentary elections. The Guwahati College Students' Union Election, conducted annually in accordance with the instructions laid down by the Lingdoh Commission, becomes a lesson for the students in the values, rights, duties and responsibilities of a good citizen of India.

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 Practice-I

1. Title of the Practice

Creating a lush green environment in the campus

2. Objective of the practice

As we live in the Anthropocene we all need to take corrective measures for the very survival of the human race. We are driven by a deep conviction that we need to create an institution where the students would learn as much from the books as from the natural environment surrounding them.

3. The context

As our college is situated in an industrial area we attempt to address the challenge of building an alternative atmosphere, away from the heat and dust of an average Indian city, in which the students feel themselves to be in contact with nature. This is a challenging task in view of our limited land resources.

4. The practice

It has almost become a tradition in the college to celebrate any important day in the calendar by planting saplings in the campus. Our determination to keep the college campus green has been well reflected in our careful maintenance of the botanical garden in the college in spite of constraints of space. The Botany department has conducted a fresh green audit in the campus.

The threat to our environment has become an important component of Indian Higher Education syllabi across campuses. In establishing Shantiniketan, Rabindranath Tagore showed long ago the need to nurture the delicate relationship between human and natural realms of existence. Unfortunately, the wisdom and foresight of Tagore is often lost on those who build institutions of higher learning in crowded Indian cities. Guwahati College aspires to be an exception to this.

The biggest roadblock faced by Guwahati College in this regard is the limited land resources at its disposal. Financial constraints stand in the way of acquiring a second campus for the college in an ideal location in the outskirts of the city.

5. Evidence of success

When we started off, we set ourselves a target of raising the green coverage of the campus to 40% of the total area. We have fallen short of that target, but we continue to work in that direction. The college fraternity are able to organise many of their programmes under an open sky in green surroundings. Formal recognition of our efforts in this regard has come with the declaration of the Guwahati College Eco Club as one of the best College Eco Clubs in the state.

6. Problems encountered and resources required

The founders of the college did not think about the proper utilisation of space back then. The sprawling, not so well planned, buildings of the college have created quite a few problems today. Our access to many RET plants is limited. We need to develop our knowledge of local plants and their properties further. An amount may be earmarked for giving a fresh boost to this green initiative as financial constraints often stand in our way.

7. Notes

1. While constructing new buildings in a college campus maximum care should be taken to leave enough free space inside the total college area.
2. Growing medicinal plants in any campus may be a source of both knowledge and resource generation for our institutions of higher learning.

Best Practice II

1. Title of the Practice

Organizing programmes in memory of deceased colleagues

2. Objective of the Practice

We organize programmes in the college to remember with gratitude the immense contribution of our deceased teacher colleagues. Such programmes are intended to inculcate a sense of tradition in the students. Memorial lectures on relevant topics are organized on these occasions for the benefit of the students.

3. The Context

The contribution of many academicians is behind our success as an educational institution. We celebrate three separate days as Arts Day, Science Day and Commerce Day in memory of three such distinguished teachers who are no more. It is a challenge to maintain proper balance between honouring those whom most of our present students have never met and the needs of the present generation.

4. The Practice

We organise different programmes in the hallowed memory of Dr. Rajendra Kumar Mazumdar of the History Department, Dr. Abdur Rahim of the Chemistry Department and Dr. Apurba Kumar Das of the Commerce stream. The particular day dedicated to the memory of Dr. Mazumdar is celebrated as the Arts Day, Dr. Rahim is remembered on the Science Day and Dr. Apurba Kumar das's contribution is recalled on the Commerce Day. The topics of the lectures are fixed in consultation with the students, keeping in mind their academic needs. What is unique about celebrating the memory of deceased colleagues is the balance we maintain between tradition and modernity, between a sense of the past and the need to address the requirements of the present—a balance that many educational institutions lack. Financial constraints force us to select the speakers from inside our own state. Moreover, it is really difficult to dedicate three full days to such programmes in the midst of a year-long heavy academic schedule. As we do not have any auditorium in the college, such programmes are often carried out in the open space available inside the college campus. This open-air celebration gives the occasions an air of festivity.

5. Evidence of Success

This practice has produced the desired impact on the students. The academic programmes, particularly the memorial lectures, have helped them immensely and this ultimately gets reflected in their better academic performance. Our students get a chance to interact with the guest speakers and experts on such occasions and this experience enhances their own level of confidence. This is one reason why our alumni get admitted to reputed institutions. One of the positive outcomes of hosting such programmes is the warm friendship and mutual respect among the teachers and students of the college.

6. Problems Encountered and Resources Required

With the semester system in place, it is quite difficult to allot three days to this type of celebration. So, we end up by cutting down on the number of hours allotted to such programmes. We face the problem of the lack of financial resources in organising such programmes. Dr. Abdur Rahim's family has provided an amount to the college for running the programmes in his memory. The Arts Day and the Commerce Day are celebrated by the Guwahati College Teachers' Unit, spending money from out of its limited financial resources.

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

The climate crisis today demands new ways of thinking about the role of educational institutions. The young minds that come to educational institutions must be nurtured in such a way that they are able to undertake what has turned out to be the most urgent task of our time. Guwahati College is committed to the task of producing individuals with values that are associated with environmental ethics. In fact, this is one area which is distinctive to its priority and thrust.

The lush green environment in the campus continues to be the most distinguishing characteristic of the college. There are quite a few rare trees and shrubs in our campus. Few other colleges in Guwahati can boast of such a lush green environment. The college management has focused on developing this aspect of the college and tried to take it to new heights. An Eco Club was established in 2018 in the college that takes care of the environmental aspect of the campus in collaboration with the Botany department of Guwahati College. The Guwahati College Eco Club has been selected by the Science, Technology and Climate Change Department, Government of Assam, as one of the best Eco Clubs of the state of Assam for its appreciable achievements in the field of environmental education and awareness for the year 2022. The

Botany department has conducted a fresh Green Audit in the campus. This Green Audit has taken into consideration the scientific names, local names and the respective roles of the different trees and shrubs. After the completion of this audit, we now know where we stand and how we can improve our own performance in this regard. The college has started the process of planting 100 neem (*Azadirachta indica*) saplings in the campus and is likely to complete it soon. Neem trees are traditionally believed to be air purifiers as they absorb more CO₂ than other plants, experts tell us that there is some scientific evidence in support of such traditional knowledge. It has become a well-established practice in our college to plant trees on special occasions such as Independence Day, Republic Day, College Foundation Day, World Environment Day etc. VIPs and distinguished guests visiting the college are often asked to plant saplings in the college campus before leaving. We have reasons to believe that our efforts in this direction have borne fruit to a considerable extent. Any visitor to the college campus is impressed by the green surroundings. They feel they can have a respite here from the heat and dust, the hustle and bustle associated with the city life outside. The medium-size playground within the campus has recently been considerably improved. This playground not only provides the students the opportunity to play outdoor games like cricket, football, volleyball, it also relieves one of all kinds of claustrophobic feelings associated with other city-based colleges in our part of the country. Guwahati college has the scope to develop open air classrooms or sit-ins in the future--a scope not available to the majority of the colleges in our state.

Many other measures are in place to keep the overall atmosphere in the college campus calm and quiet. Cars of outsiders are not allowed inside. The campus continues to be a tobacco free zone. The use of plastic has been completely banned, contributing to the overall cleanliness of the campus. An Internal Committee has been set up to see to it that all these environment friendly measures are strictly maintained.

Long ago, while establishing Shantiniketan, that great visionary Rabindranath Tagore reflected on the need for nurturing the delicate relationship between the human and natural realms of existence. Guwahati college is driven by the conviction that environmental values cannot be instilled in the young mind via the textbook in the classroom alone, we need to create a natural ambience to achieve such a goal. The following words written long ago by Rabindranath Tagore have become something of a template for us here at Guwahati College: "The human mind is in the embryo stage in childhood and school boys should live in surroundings which protect them from all disturbing forces. To acquire strength by absorbing knowledge both consciously and unconsciously should be their sole aim, and their environment should be adapted to this purpose." Though Tagore is speaking here of school children, Guwahati College believes that the general drift of his argument applies to the college students as well. Unfortunately, the wisdom that these words of Rabindranath Tagore contain is often lost on those who build Institutions of Higher Learning in crowded Indian cities. Guwahati College aspires to be an exception to this general scenario.

Maintaining such institutional distinctiveness has its share of constraints. Like all other urban area colleges, Guwahati college also suffers from the lack of sufficient land resources. With the rise in student enrolment, the need and demand for new buildings also rises. With every such construction, we have to sacrifice, albeit unwillingly, a part of the greenery of the campus. This is a continuous process, leading to the requirement of a second campus for our college. Financial constraints also stand in our way in this regard. But with limited financial and land resources, we continue to work towards creating a green environment in our college where the students can pursue their higher studies in a peaceful manner away from anxieties and the heat and dust of urban life outside the campus. The environmental values that they imbibe here in the Guwahati College campus are bound to spill over into the larger society outside.

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

5. CONCLUSION

Additional Information :

The college has facilities for enhancing the cultural, sports and other co-curricular activities. There is a large field for outdoor games like athletic meet, cricket, football, volleyball etc. The institution publishes revised and updated prospectus, annual bulletin, hand-book for students every academic year, at the time of new admission.

The institution ensures its commitment and accountability by fulfilling its mission and vision continuously. There is a mechanism of continuous vigilance on the part of the authority. There is continuous evaluation of the students, maintenance of discipline and evaluation of teachers by students. There is a continuous process of work culture among the teaching and non teaching staff. The student union body along with NSS and NCC is very active and involve in various social and academic activities of the college.

Different types of scholarship and free ship schemes introduced by Central and State Governments are made available to the students by the institution.

Students from our institution are given opportunity to attend and participate in the programmes conducted by other higher education institutions. Students are encouraged to visit higher education institutions such as IIT, ASTEC, IASST, GU etc. and the faculty members also accompany them in such programmes.

Concluding Remarks :

The institution conducts a number of enrichment programmes like seminars, workshops, invited talks, symposiums, debates, discussions and quiz, Inter college Volleyball championship, Taekwondo etc.

The various subcommittees framed by the IQAC and Principal also help in monitoring and evaluation of library, canteen, infrastructure, discipline and UGC related matters.

Higher education enrolment ratio is another indicator of the quality of our enrichment programmes.

The College has a transparent admission process and started online admission from 2019 and wide publicity is made in this regard.

The date of admission of various courses as per university guidelines are displayed on the College Website and leading regional daily news papers and College Notice Boards for public notifications. Application forms and College Prospectus are published in the College website.

The College prospectus contains the campus profile and details of academic programmes. It is designed to fulfill the needs of students in the contemporary scenario, the vision, mission of the institution.

Admission committee members conduct counseling and help the students in the admission process. Only the applications of students who have secured EHS (Eligibility for Higher Studies) are considered. The selection of students to the courses is made solely on the basis of merit in the qualifying examination. The seats available for admission are set by the college authority in consultation with the Governing Body and admission committee. Along with it additional seats are made available as directed by the Govt. of Assam time to time. Seats for ST(Hills and Plain), SC, OBC and MOBC and also for Physically challenged along with Sports & Cultural Quota are kept reserved as per the Government directives. There are some reserved seats for extraordinary performance shown in NSS/ NCC/Literary field/achievements in national or state level Sports and Cultural meets.

The teachers of different departments adopt strategies like academic counseling, remedial classes, special classes for the slow learners so that they can cope with other students.

The college which is a co-educational institution sensitizes its staff and students on issues such as environmental, gender inclusions etc. by holding workshops, popular talks on the relevant issues like celebration of World Environment Day, Earth Day, Science Day and topics like Women's Empowerment, Gender Equality etc. The college joins hands with the Botany department to keep the campus green, clean and plastic free. Each and every plant of the campus is identified with its scientific and vernacular name.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																																								
2.1.1	<p>Enrolment percentage</p> <p>2.1.1.1. Number of students admitted year wise during last five years Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>754</td> <td>935</td> <td>663</td> <td>661</td> <td>619</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>602</td> <td>554</td> <td>490</td> <td>536</td> <td>515</td> </tr> </tbody> </table> <p>2.1.1.2. Number of sanctioned seats year wise during last five years Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>875</td> <td>950</td> <td>700</td> <td>700</td> <td>700</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>700</td> <td>700</td> <td>700</td> <td>700</td> <td>700</td> </tr> </tbody> </table> <p>Remark : as per the documents</p>	2021-22	2020-21	2019-20	2018-19	2017-18	754	935	663	661	619	2021-22	2020-21	2019-20	2018-19	2017-18	602	554	490	536	515	2021-22	2020-21	2019-20	2018-19	2017-18	875	950	700	700	700	2021-22	2020-21	2019-20	2018-19	2017-18	700	700	700	700	700
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700	700	700	700	700																																					
2.1.2	<p>Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (Exclusive of supernumerary seats)</p> <p>2.1.2.1. Number of actual students admitted from the reserved categories year - wise during the last five years Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>280</td> <td>346</td> <td>246</td> <td>245</td> <td>229</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>310</td> <td>335</td> <td>334</td> <td>262</td> <td>254</td> </tr> </tbody> </table> <p>2.1.2.2. Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years</p>	2021-22	2020-21	2019-20	2018-19	2017-18	280	346	246	245	229	2021-22	2020-21	2019-20	2018-19	2017-18	310	335	334	262	254																				
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2021-22	2020-21	2019-20	2018-19	2017-18
280	346	246	245	229

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
346	346	346	262	262

Remark : as per the documents

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:

2021-22	2020-21	2019-20	2018-19	2017-18
2	7	9	3	3

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
7	7	3	4	0

Remark : as per the documents

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

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
19	14	16	1	1

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
14	17	1	1	0

Remark : as per the documents

5.1.3	<p>Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years</p> <p>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</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 389 1046 524"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>78</td> <td>00</td> <td>00</td> <td>00</td> <td>51</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 602 1046 736"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>109</td> <td>58</td> <td>00</td> <td>45</td> <td>51</td> </tr> </tbody> </table> <p>Remark : as per the documents</p>	2021-22	2020-21	2019-20	2018-19	2017-18	78	00	00	00	51	2021-22	2020-21	2019-20	2018-19	2017-18	109	58	00	45	51
2021-22	2020-21	2019-20	2018-19	2017-18																	
78	00	00	00	51																	
2021-22	2020-21	2019-20	2018-19	2017-18																	
109	58	00	45	51																	
5.1.4	<p>The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases</p> <ol style="list-style-type: none"> 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 <p>Answer before DVV Verification : A. All of the above Answer After DVV Verification: B. Any 3 of the above Remark : as per the documents</p>																				
6.3.3	<p>Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years</p> <p>6.3.3.1. Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 1655 1046 1789"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>12</td> <td>20</td> <td>13</td> <td>3</td> <td>2</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 1868 1046 2002"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>10</td> <td>14</td> <td>11</td> <td>3</td> <td>1</td> </tr> </tbody> </table> <p>6.3.3.2. Number of non-teaching staff year wise during the last five years Answer before DVV Verification:</p>	2021-22	2020-21	2019-20	2018-19	2017-18	12	20	13	3	2	2021-22	2020-21	2019-20	2018-19	2017-18	10	14	11	3	1
2021-22	2020-21	2019-20	2018-19	2017-18																	
12	20	13	3	2																	
2021-22	2020-21	2019-20	2018-19	2017-18																	
10	14	11	3	1																	

2021-22	2020-21	2019-20	2018-19	2017-18
1	0	0	0	0

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
24	24	24	24	24

Remark : as per the documents

- 6.5.2 **Quality assurance initiatives of the institution include:**
1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
 2. **Collaborative quality initiatives with other institution(s)/ membership of international networks**
 3. **Participation in NIRF**
 4. **any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA, ISO Certification etc**
- Answer before DVV Verification : B. Any 3 of the above
 Answer After DVV Verification: C. Any 2 of the above
 Remark : as per the documents

- 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**
- Answer before DVV Verification : A. All of the above
 Answer After DVV Verification: C. Any 2 of the above
 Remark : as per the documents

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>2021-22</td> <td>2020-21</td> <td>2019-20</td> <td>2018-19</td> <td>2017-18</td> </tr> <tr> <td>602</td> <td>554</td> <td>490</td> <td>536</td> <td>515</td> </tr> </table>	2021-22	2020-21	2019-20	2018-19	2017-18	602	554	490	536	515
2021-22	2020-21	2019-20	2018-19	2017-18							
602	554	490	536	515							

Answer After DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
1646	1580	1541	1608	1545