



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	GUWAHATI COLLEGE
Name of the head of the Institution	Dr. Pranab Sandilya
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	03612550512
Mobile no.	9435730902
Registered Email	ppalguwahaticollege@gmail.com
Alternate Email	abairagee9@gmail.com
Address	Bamunimaidam, Guwahati 781021, Assam
City/Town	Guwahati
State/UT	Assam
Pincode	781021
2. Institutional Status	

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Arati Bairagee
Phone no/Alternate Phone no.	03612630080
Mobile no.	9864067428
Registered Email	abairagee9@gmail.com
Alternate Email	ppalguwahaticollege@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.guwahaticollege.org.in/pdf/AQAR_2017-18.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	https://www.guwahaticollege.org.in/pdf/academiccalendar18-19.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B+	79	2004	04-Nov-2004	03-Nov-2009
2	B	2.62	2015	11-May-2015	10-May-2020

6. Date of Establishment of IQAC	16-Oct-2003
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Celebration of World	27-Sep-2018	30

Tourism Day	1	
Regular Meeting of IQAC (Criteria IV & VII)	27-Sep-2018 1	15
Regular Meeting of IQAC (Criteria I & V)	26-Sep-2018 1	13
Regular Meeting of IQAC (Criteria III)	25-Sep-2018 1	6
Regular Meeting of IQAC (Criteria II)	24-Sep-2018 1	8
Workshop on Botanical Illustration and Herbarium Techniques	21-Sep-2018 2	80
Introduction of Best Departmental Graduate Award	19-Sep-2018 1	1
Departmental News Bulletin (Batabriksha) by Botany Department	14-Sep-2018 1	100
Remote Sensing in Natural Resource Management	14-Sep-2018 1	60
Consultancy Service for Identification of Plants in Army Cantonment, Narengi, [an Initiative of Botany Department]	21-Jul-2018 3	4
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	11
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
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12. Significant contributions made by IQAC during the current year(maximum five bullets)

1. Celebration of World Environment Day at Pub Guwahati High School, Guwahati on 5 June 2018
2. An Entrepreneurship Development Programme under Academic-Industry Linkege on 28th September 2018
3. Two days Inter College workshop on Botanical Illustration and Herbarium Techniques on 21 to 22 September 2018.
4. Two faculty members participated in the Training Programme on Women Empowerment organised by the Department of Personal & Training, Govt. of India.
5. Seven days National Level Workshop on Research Methodology from 7th to 13th June, 2019

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

Plan of Action	Achivements/Outcomes
7. Activities has to be carried out for green initiatives and waste management	The college campus is made a plastic free zone.
6. Planned for Academic Audit by some NAAC Peer Team Members.	Academic Audit has been done by two prominant NAAC Peer Team Members.
5. A number of MoU will be signed with some competent authority of academic and industrial organization.	Two MoU have been signed with academic and industrial organization.
4. GU Inter College Boxing Tournament is to be held in the college.	GU Inter College Boxing Tournament was held in the college.
3. A National Seminar on Higher Education is to be organized.	A National Workshop on Reasearch Methodology was organized.
2. Formation of new academic committee for the implementation of new UG-CBCS syllabus	The new academic committee has already taken charge for the necessary works
1. Online admission process for UG (Arts, Science Commerce Stream is to be started	Online admission process for UG (Arts, Science Commerce Stream has been started
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14. Whether AQAR was placed before statutory	Yes
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body ?					
<table border="1"> <tr> <td>Name of Statutory Body</td> <td>Meeting Date</td> </tr> <tr> <td>Governing Body of Guwahati College</td> <td>08-Jun-2019</td> </tr> </table>		Name of Statutory Body	Meeting Date	Governing Body of Guwahati College	08-Jun-2019
Name of Statutory Body	Meeting Date				
Governing Body of Guwahati College	08-Jun-2019				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2019				
Date of Submission	28-Feb-2019				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	The MIS Module contains the following items : 1. H.S. 1st Year (Arts, Science Commerce Stream) - Name, Parents Name, Fee, Fee Waiver, Date of Admission, Year. 2. H.S. 2nd Year (Arts, Science Commerce Stream) - Name, Parents Name, Fee, Fee Waiver, Date of Admission, Year. 3. 1st Sem (Arts, Science Commerce Stream) - Name, Parents Name, Fee, Fee Waiver, Date of Admission, Year. 4. 2nd Sem (Arts, Science Commerce Stream) - Name, Parents Name, Fee, Fee Waiver, Date of Admission, Year. 5. 3rd Sem (Arts, Science Commerce Stream) - Name, Parents Name, Fee, Fee Waiver, Date of Admission, Year. 6. 4th Sem (Arts, Science Commerce Stream) - Name, Parents Name, Fee, Fee Waiver, Date of Admission, Year. 7. 5th Sem (Arts, Science Commerce Stream) - Name, Parents Name, Fee, Fee Waiver, Date of Admission, Year. 8. Employees Casual Leave and Earned Leave records.				

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

1. All the HOD of various departments of four college are entrusted with the responsibility of distributing the course content in a manner so that the

course is completed within stipulated time. 2. Moreover seminars, workshops, lectures and self-learning methods like open discussions etc. are incorporated in the learning process in order to enhance self-evaluation of faculty members as well as students. 3. Question banks are prepared by all the departments so that students can enrich themselves for University Entrance examinations as well as competitive exams. 4. From time to time Faculties participate in Refresher courses, Orientation courses, Short term courses and Faculty development programs etc. to keep themselves updated in course content as revised by University authority. 5. Some faculties are also engaged in R & D works in various universities. 6. Faculty members are also entrusted with various co-curricular activities and corporate works. 7. All the departments are made ICT enabled so that presentation of seminars become ease and faculty can also take the benefit of that to make the class more interactive. 8. Few teachers are entrusted with the preparation of academic calendar as well as fixation of dates for organizing college sports festivals, Science, Arts and Commerce day celebrations. Reputed Resource persons are invited so as to enrich the students and boost the morals of faculty members. 9. As per Lyndogh Commission suggestions 'Guwahati College Students Union Society' election is conducted every year with ample support from all faculty members. This election process makes the students aware of forming Government in a Democratic country like India.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Certificate Course on Self Defence Training for Girls	Nil	06/10/2018	15	N/A	Yes

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	None	01/08/2018
BSc	None	01/08/2018
BCom	None	01/08/2018

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
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Nil	01/08/2018	0
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1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Puri, Bhubaneswar, 3rd & 5th Sem Students of Department of Hindi from 16 to 24 October 2018.	16
BA	Dibru Saikhowa National Park, Assam; 3rd Sem (Major) Students of Department of Geography from 24 to 29 October 2018.	28
BSc	Shillong, 1st Sem students of Department of Botany, 10th December, 2018	20
BSc	DibruSaikhowa National Park, Assam, 6th Sem students of Department of Zoology, 10th December, 2018	21
BSc	Jaldapara National Park, West Bengal, 6th Sem students of Department of Zoology.	24
BSc	Kaziranga National Park, Assam, 6th Sem students of Department of Zoology.	21
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	No
Parents	Yes

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

Feedback Obtained
<p>Introduction : Standard feedbacks are received mainly from students and parents for the year 2018-19. For this purpose, separate formats for both students and parents were prepared to be filled up. Their rating of the teaching learning process will help us to fill up the lacunae that still persists in education systems. The opinion of the students about the course content as well as syllabus are satisfactory. The interactions of the teachers with students hold</p>

an excellent remark. In regards to other facilities such as health care, canteen, sports, cultural etc. hold a moderate view by the students. However, they are proud of the college and share a good memory after leaving the college. Parents' Feedback : The parent's opinions are almost similar. Most of them are happy to see the student teacher relationship and the fair academic atmosphere prevailing in all the departments of our college. Off course, suggestions and criticisms are always appreciated by our college. A very few parents offer suggestions that are considered seriously and tried to implement in the system. Hope we will do our best to make the educational environment of Guwahati College appreciable in the near future. Analysis of the Students' Feedback Report 1. I. Out of randomized 75 students 61 nos of student rated as extremely good. i.e. most of the students are highly satisfied with the learning value of the department. (learning value in terms of skills, concepts, knowledge, analytical abilities, broadening perspectives etc.) II. Regarding applicability/ relevance to real life situation 27 nos. of students rated extremely good. III. In respect of depth of the course content 38 nos of students rated extremely good. IV. In respect of course content a large nos of students rated as extremely good and very good. V. Regarding extent of effort required by the students more than 67 of students rated extremely good. Students are satisfied as their needs are fulfilled to a higher extent. VI. More than 63 of students supported the relevance of learning value of the project given by the respective departments. VII. The overall rating of the students were quite satisfactory. 2. 84 of students considered the syllabus as adequate and 16 of students rated the syllabus as inadequate. 3. Regarding course 40 students considered relevant and 60 of students termed the course highly relevant. 4. 60 students opined that 75-90 of syllabus was covered during the session . On the other hand the remaining 40 of students rated it as 90-100. 5. More than 53 students considered about the library holding for the course content is excellent. 6. Regarding prescribed readings 63 of the students rated it as good. 7. In terms of internal evaluation system 47 of the students rated it as very good. On the other hand 53 of students considered it as good. 8. 53 students viewed that the total weightage of the course in the internal assessment should be 25. 9. Regarding the fairly operating of internal assessment system , almost all the students agreed

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom		120	313	120
BSc		150	466	150
BA		400	773	400

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1696	0	47	0	0

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
47	40	3	14	0	3
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The college has introduced Mentor-Mentee system from 2018 and is continued where a mentor is provided to every semester to look after his or her academic and psychological well being and also monitor class attendance and performance. Under this system the full time teachers of the college have been engaged as mentors of each class. Students of each class of the college are having a full time teacher as a mentor. At the beginning of the academic session the class wise mentor list is displayed in the departmental notice board. The mentors are responsible for academic progress and psychological well being of their mentees. They are also entrusted with the task of monitoring and academic progress of the students. They also provide primary psychological counseling who need them and refer them for more professional counseling if required. At the beginning of the academic session the mentors conduct orientation programme for the mentees whereby they are acquainted with the institution, its goal and mission, the facilities available etc. The mentors maintain the bio-geographic of each individual including educational background and socio-economical status. The mentors used both formal and informal means of mentoring. The mentors system exists as a informal mechanism to boost inclusiveness, gender sensitivity and social responsibility of the students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1696	47	1 : 35

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
57	47	10	0	30

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination

BCom	UGC	Semester	10/06/2019	15/07/2019
BSc	UGS	Semester	10/06/2019	15/07/2019
BA	UGA	Semester	10/06/2019	15/07/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The Institution conducts internal evaluation for the students as sessional examination in every semester for understanding their learning levels and progress both for major and pass course subjects as per programme guidelines of Gauhati University for undergraduate courses. Besides these, every departments conduct frequent class tests during the session for the benefit of major students for understanding their learning progress. In both the examinations, marks obtained by the students are displayed in Departmental notice board and drawbacks of students are explained in a special class taken by the teachers of respective Departments. Special classes are conducted for those students who fail to secure good marks. Home assignments are also given in both major and general courses as a medium of internal evaluation. The Institution has a good image when it comes to conducting final semester examinations. It gives a good academic atmosphere for the examinees by providing strict vigilance, transparent marking system and quality product. The Institution also emphasizes on all round development of the student's personality by classroom discussion and extracurricular activities.

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

The college prepares the Academic Calendar at the beginning of the academic year and published it in the college prospectus. So, the students at the time of admission get their academic calendar. This was prepared after publication of the affiliating university (Gauhati University) academic calendar cum holiday list. The calendar is uploaded in college website for the students, faculty members and office staff. The academic calendar contains the yearly schedule of the college ranging from the list of holidays (National level holidays, State holidays, Local holidays and Institutional holidays), Date Schedule of the college examinations and other forms of evaluation. College social and other cultural programmes, college week, saraswati puja, college foundation day, college union body election are also provided in the academic calendar.

2.6 – Student Performance and Learning Outcomes

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

<https://www.guwahaticollege.org.in/pdf/result2017-18.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
UGC	BCom	None	78	67	85
UGS	BSc	None	89	57	64
UGA	BA	None	290	187	64

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2.7 – Student Satisfaction Survey

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

<https://www.guwahaticollege.org.in/pdf/2.7.1%20%E2%80%93%20Student%20Satisfaction%20Survey.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Total	0	N/A	0	0

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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Awareness programme on Entrepreneurship Development	Dept of Commerce	28/10/2018
Workshop on Goods and Service Tax	Dept. of Political Science Dept. of Commerce	20/03/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil.	None	01/08/2018	N/A

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
None	None	None	None	N/A	01/08/2018

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
N/A	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Assamese (UGC CARE)	3	0

National	Mathematics (UGC CARE)	1	0
International	Chemistry	1	2
International	Chemistry	1	3
International	Economics	1	0
International	Geography	1	5
International	Geography	1	5
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Assamese	1
Commerce	1
Geography	4
Hindi	1
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
' Solvent-driven structural topology involving energetically significant intra-and intermolecular chelate ring contacts and anticancer activities of Cu(II) phenanthroline complexes involving benzoates: experimental and theoretical studies' (pg. 1	Manjit K. Bhattacharyya, Utpal Saha, Debajit Dutta, Amal Das, Akalesh K. Verma and Antonio Frontera	RSC Advances (Open Access Article)	2019	0	None	3

''Energetically Significant unconventional al ?-? Contacts involving Fumarate in a novel Coordination Polymer of Zn(II): in-vitro Anticancer Evaluation and Theoretical Studies' pg. 1-13) Vol. 4	Anshuman Gogoi, Amal Das , Antonio Frontera , Akalesh K. Verma , Manjit K. Bhattacharyya,	Inorganica Chimica Acta (Elsevier)	2019	13	None	4
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
None	N/A	N/A	2018	0	0	None
None	N/A	N/A	2019	0	0	None
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	7	26	4	0
Presented papers	7	20	1	0
Resource persons	1	1	0	0
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Guwahati College Science Day observed in memory of Dr. Abdur Rahim on 13-12-2018.	Guwahati College	20	150

National Unity Day celebration on 143th Death Anniversary on 31-10-2018	Guwahati College	25	100
Industry-Academia Linkage Programme, Resource Person from NSIC, MSME DIC on various issues of entrepreneurship development	NSIC, MSME DIC	2	60
Popular Talk on Remote Sensing and National Resource Management Delivered by Chief Scientist Dr. K. K. Sarma.	Department of Botany and North Eastern Space Application Centre, Shilong.	5	100
Two days inter college workshop for students on Botanical Illustration on Herbarium Technique from 21 to 22 September 2018	Department of Botany	5	100
INDUSTRY OUT REACH PROGRAMMES	SRD NUTRIENTS	4	40
Pre-Republic Day Camp ,Guwahati Region from 4th November to 13th November ,2018	NER Region with collaboration with USTM , Meghalaya	1	2
Mega Special Camp Orientation Program 28th September to 30th September	Youth Welfare Scheme , Gauhati University	2	14
Trekking Program for Nature study at Chunchali -Chapaidong Forest on 17-11-2018	NSS Unit ,Guwahati College	15	100
Mega National Integration Camp, at Azara (Guwahati)	NYK (ASSAM BRANCH), NSS Unit ,Guwahati College	1	25
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Selection to	Achievement to join	Govt. of India	1

Republic Day Parade	Republic Day Parade at New Delhi from NER	
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
DEA Fund RBI	RGVN FACULTY OF COMMERCE GUWAHATI COLLEGE, DEPT. OF ECONOMICS IQAC GUWAHATI COLLEGE	DEPOSITORS EDUCATION AWARENESS PROGRAMME (5/4/2019)	2	85
Swacha Bharat Summer Internship Camp	NSS Unit Guwahati College	Cleanliness drive Interactive program	15	80
"World Sparrow day" Dt: 20 Mar, 2019	Organized by Eco Club and Dept. of Zoology In Collaboration with ASTEC, MoECC, Govt of India	Installation of Bird Feeder	15	65
"Popular Talks on Scientific Topics" Dt: 28 Feb, 2019	Organized by Eco Club and Dept. of Zoology In Collaboration with ASTEC, MoECC, Govt of India	Scientific Talk on "Turtle: Is it responsive to climate change"	20	60
World Aids Day 01-12-2018	NSS Unit , Guwahati College	Theme- Know your Status	4	98
International Yoga Day Celebration 21 June 2018	NSS Unit , Guwahati College	Mass Yoga Demonstration programme	25	120
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
None	0	None	0
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
MoU signed by Guwahati College with NSIC-TIC Govt. of India Enterprise under the Ministry of MSME	Skill Development	NSIC-TIC, A Govt. of India Enterprise under the Ministry of MSME	07/01/2019	31/12/2019	45
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
MoU signed by Guwahati College with NSIC-TIC Govt. of India Enterprise under the Ministry of MSME	07/01/2019	Training for skill / entrepreneurship development	50
MoU between Guwahati College and United Nations Resource Centre - NE Region for two years	13/03/2019	To promote knowledge amongst the students/faculty of the Guwahati College in the field of Education, Science, Culture, Health and Environment	100
MoU between Guwahati College and NIELIT (Ministry of Communication and IT and Govt. of India)	13/03/2019	Flagship IT Courses for eligible SC/ST students at free of cost	15
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
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150

95.2

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Newly Added
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL 2.0	Partially	2.0	2012

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	28016	5445060	413	148148	28429	5593208
Reference Books	7955	2168734	297	200825	8252	2369559
Journals	11	15350	0	0	11	15350
Digital Database	0	0	0	0	0	0
CD & Video	72	8200	0	0	72	8200
Others (specify)	13	23453	0	0	13	23453
Weeding (hard & soft)	6173	473002	1200	180000	7373	653002
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	Nil	01/07/2018
View File			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	54	18	25	0	0	9	16	10	11
Added	6	0	5	0	0	0	0	0	0
Total	60	18	30	0	0	9	16	10	11

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

No Data Entered/Not Applicable !!!

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
23.05	14.93	115.52	103.15

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

4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities. Maintenance of Campus Facilities: The college has a Maintenance Committee headed by the Principal, monitored by the Office Superintendent and comprising of teaching staff that oversees the maintenance of buildings, classrooms and laboratories. Additionally many divisions have contract with suppliers and private parties the repair and maintenance of college infrastructure. Improvement of the college ambience is given great importance and several initiatives have been taken for the purpose. Periodic painting and whitewashing of walls were undertaken along with tree plantation and ornamental gardening to uphold the green and pristine environment of the college. A block pavement with roof shading connecting the office to the classrooms was constructed to ensure swift and hassle free movement even in rainy days. Most importantly a team of dedicated staff including cleaners, gardeners masons, plumbers etc are employed for the upkeep and service of the existing and upgraded infrastructure regularly. Lab Assistants under the supervision of the HOD s maintain the efficiency of the classrooms, laboratories, library etc. Periodic reporting on requirements of repairs are submitted by the HOD s to the administrative office. The requirements are collectively processed before every semester break and necessary initiative shown to procure the same by the administration. **Maintenance of Electrical Equipments:** Reputed private parties are given the contract to procure, purchase and monitor all electrical and IT equipments. Repair and replacements are also done from time to time based on complaints and reviews by concerned departments. The teaching and Non-teaching staff are also trained in the basic maintenance of these equipments. **Maintenance of Canteen:** The canteen committee has been responsible for monitoring the operations of the canteen and

implementing and reviewing the canteen policy including maintenance of hygiene and fair pricing. The committee has also overseen the upgrade of the canteen into separate wings for teachers and students to ensure smooth and happy functioning. The canteen has also increased its strength and capacity to accommodate all events of the college and make the canteen not just an eating space but a forum for exchanging ideas and vibrant conversations.

https://www.guwahaticollege.org.in/pdf/4.4.2_Procedures_and_policies.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Post Metric Scholarship Schemes Minorities CS	0	0
Financial Support from Other Sources			
a) National	Post Metric Scholarship Schemes Minorities CS	55	0
b) International	None	0	0
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Counseling programme on Mental Health and Psychological Wellbeing	08/03/2019	110	Womens Forum, Guwahati College
Workshop on How to Face an Interview	26/02/2019	150	Rotary Club of Guwahati (South)
Skill Development in Food Processing and Fashion Technology	15/05/2019	40	NSIC
Nature Photography workshop	07/01/2019	25	Society for Zoology and Nature
Programme on Entrepreneurship Development	28/10/2018	30	DICC, MSME (Kamrup Metro)
Two Day Inter College Workshop on Botanical Illustration and Herbarium Techniques	21/09/2018	49	Dept. of Botany, GC
Nirvana : An Interactive Session	20/12/2018	52	Dept of Chemistry, GC

with students on various useful matters.

[View File](#)

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Career Counseling for Final Year Students	0	0	0	0
2019	Career Counseling for Final Year Students	0	0	0	0

[View File](#)

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					

[View File](#)

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	158	BA, BSc, Bcom	Assamese, Political Science, English, Education, History, Economics, Hindi, Geography,	IIT-Indore, GU, KU, Pandu College, Handique Girls College, USTM, IGNOU	M.A, M.Sc, M.Com, MBA, B.Ed, LLB.

Physics, Chemistry, Mathematics, Zoology, Botany	,West Bengal University, Cotton Unive rsity,Tezpur University, Royal Global University, B Barooah College, Dimoria College, Pandu College, Guwahati Commerce College, K.C.Das Commerc
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	0
SET	0
SLET	0
GATE	0
GMAT	0
CAT	0
GRE	0
TOFEL	0
Civil Services	0
Any Other	0

[View File](#)

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

Activity	Level	Number of Participants
Trekking Programme	Institutional	100
World AIDS Day	Institutional	120
World Tourism Day	Institutional	150
National Unity Day	Institutional	130
Vigilance Awareness Week	Institutional	200
Botany Day Celebration	Institutional	51
Poster Competition	Institutional	35
Celebration of Yoga Day	instituional	30
Mathematics Day Celebration	Institutional	65

Gauhati University Inter College Tae-Kowan-Do and Chess Tournament	Inter Institutional	132
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	First Position Award in 17th International Competition of Indian Arts and Culture	International	0	1	None	Sehnaz Shikha Rahman
View File						

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

The major activities pursued by the Students' Union in 2018-19 are • The Student's Union organises Freshman's Social every year with help of the teachers of the college. • They undertake active participation in the celebration of College Foundation Day. • They observe Teacher's Day on 5th September to celebrate the birth anniversary of Dr. S. Radhakrishnan, and also to show their respect to the teachers of the college. • The Birth Anniversary of Sardar Ballabh Bhai Patel is celebrated as National Unity Day in the college. • The Birth Anniversary of Bharat Ratna Dr. Bhupen Hazarika is also celebrated in the college. • They cooperate in the celebration of Independence Day and Republic Day every year. • The responsibility of organising the Annual College Week and Saraswati Puja is on the Students Union, which they perform successfully every year with the assistance of teachers and staff of the college. • The Magazine Secretary of the Student Union takes up the major role in publishing the college magazine. • They provide financial assistance to needy students by collecting funds with various fund collection drives. They also organise various flood relief activities in flood affected areas. • Above all this, their help and cooperation in the admission process, anti-ragging drives and smooth administration are also highly commendable.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Departmental Alumni meets are held regularly.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

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. Students' Aid Fund 7. Disciplinary Committee 8. Anti ragging cell 9. Alumni Association 10. Co-curricular activities (NCC, NSS unit, yoga, sports) Formation of different sub-committees under the supervision of IQAC comprising representative of all stockholders of the college for coordinating important academic activities of the college.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	<ul style="list-style-type: none"> All new renewal admissions are done on online mode. This has facilitate in the creation of a digital data base that is required for the Students Satisfaction Survey.
Industry Interaction / Collaboration	<ul style="list-style-type: none"> MoU signed between NSIC-Training cum Incubation Centre (under National Small Industries Corporation, a Govt. of India Enterprises under the Ministry of MSME) and Guwahati College on 07-01-2019. MoU signed between NIELIT, Guwahati (Ministry of Communication and IT, Govt. of India) and Guwahati College on 13-03-2019. MoU signed between United Nations Resource Center - N. E. Region and Guwahati College on 13-03-2019.
Human Resource Management	<ul style="list-style-type: none"> A National Level Workshop on Research Methodology from 7th to 13th June 2018. An Entrepreneurship Development Programe under Academic-Industry Linkage was organized on 28th September 2018. Faculties are encouraged to participate in the orientation and refresher courses. All faculty members are engaged in different in house bodies. The faculties are provided with reasonably well and functional office, common rooms, departmental rooms, library, Reading room, Canteen facilities, Parking

	<p>facilities so that they can carry out their work efficiently.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>Library : • College's library is well-equipped with 36,681 books (28429 Text Books 8252 reference books), 11 journals, News papers Periodicals 13 and it is complemented by the department libraries. • Automation of library. • Access to e-journal and e-books (NList) Infrastructure : Development of infrastructure, Infrastructure Support : • New Science Building (Life Science Section) • Modernization and strengthening of existing laboratories • Construction of new Classrooms facilities. • Procurement of furniture. • Up gradation of Central Computer center as per the necessity.</p>
<p>Research and Development</p>	<ul style="list-style-type: none"> • The college has limited resource for Research Development. • The IQAC of the college encourages and motivates the teachers to take up research projects, and fosters a culture of research among students and staff. • The IQAC is also involved in synchronizing and facilitating research activities carried out by the members of the faculty by providing relevant information. • Encourages for obtaining Minor and Major research project. • Encourages faculty members to publish research findings in referred journal. • Encourage students to undertake students' research projects.
<p>Examination and Evaluation</p>	<ul style="list-style-type: none"> • Examination evaluation works are completed within the framework of guidelines stipulated by the affiliating university (Gauhati University) as per the academic calendar of the university. • The College has traditional written examination with project work, assignments, group discussions, power point presentations, literature review and seminar lectures.
<p>Teaching and Learning</p>	<ul style="list-style-type: none"> • IQAC took initiatives to develop MoU with different Academic Industrial organizations. • All departments are directed to maintain academic diary. • The college have a number of technology assisted quality improvement strategies in the institution. • Modern teaching methods using Wi-Fi broadband internet, LCD projectors, and laptop computers are increasingly employed in the

classrooms with traditional chalk and talk method to keep pace with the information explosion round the world. College provides opportunity to the teachers to attend orientation and refresher courses to make improvements in teaching. • Learning through field work, study tours, quizzes, workshops, industrial visits and academic seminars.

Curriculum Development

Development of Curriculum is done by the concerned university (Gauhati University). The faculty members who are members of the committee of courses and studies under Gauhati University took active part in the development of the CBCS curriculum for three year Degree Course (Honourse Regular) under Gauhati University which has started from the academic session 2019. Quality Improvement Strategies are following :

- Interactive learning takes place through field work, study tours, group discussions, quizzes, workshops, and academic seminars.
- GDs, seminars are conducted by all departments.
- Extension lectures by academic scholars are offered to the students.
- Academic progress of students is assessed through class tests.
- The tutorial/remedial system helps students to overcome learning difficulties.
- The Principal regularly collects students' feedback for improvement of teaching and learning.

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

E-governance area	Details
Planning and Development	All admission process are done on online in the college portal.
Administration	To encourage paperless communication to various in house a WhatsApp Group for the HoD of all the academic departments. Various urgent notices and informations has been transmitted via this group.
Finance and Accounts	1. Partially automated office and accounts section. 2. Salary bills of the permanent staff being sent online to the treasury. 3. Yearly Audit Report was uploaded in the college portal.
Student Admission and Support	1. During the new admission process the financial transactions by the students were made in cashless mode. 2. Admission is made strictly on merit basis

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	None	None	N/A	0
2019	None	None	N/A	0

[View File](#)

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	A National Level Workshop on Research M ethodology from 7th to 13th June 2018.	None	07/06/2018	13/06/2018	67	0
2018	An Enterpr eneurship Developmen t Programe under Acad emic- Industry Linkage was organized on 28th September 2018.	None	28/09/2018	28/09/2018	20	120

[View File](#)

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
None	0	01/08/2018	01/08/2018	0

[View File](#)

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Food is available in college canteen Faculty Common Room is upgraded Guwahati College Teachers Employees Credit Thrift Society fund from which they can avail loans at a very low interest.	Food is available in college canteen, Guwahati College Teachers Employees Credit Thrift Society fund from which they can avail loans at a very low interest.	Students scholarship from the Govt. of Assam provided to 55 students

6.4 – Financial Management and Resource Mobilization

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

Internal Audit for Guwahati College is done by the Auditors of A. Roychoudhury Co. Chartered Accountants and an Internal Audit Report for the financial year 2018-19 (from 01-04-2018 to 31-03-2019) was given as following manner : The Accounts of Guwahati College were audited for the period of 01-04-2018 to 31-03-2019 and reported the following - Incumbency - The office of the Principal and Secretary was held by Dr. Pranab Sandilya. Subsidiary Fund - During verification it was found that in addition to college fund, the college maintains various subsidiary funds in separate bank accounts. Receipts and Payments Accounts - The receipts and payments accounts of the various funds for the year 2017-18 are attached with this report. Cashbook - Auditors have verified the cashbook with other subsidiary books and found that the cashbooks and other books has been properly maintained and as in order. Utilization of Govt. Grants - It has been observed that no Govt. Grants have been diverted to purpose other than those for which the grants were sanctioned. Payment Vouchers - The records have been kept in a proper and systematic manner Misappropriation etc. - Cases of misappropriation have not been noticed in accounts during the year under audit. General Observation - After verification the books and records which were made available it was found that the college accounts in general have been maintained properly.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
None	0	N/A
View File		

6.4.3 – Total corpus fund generated

29533946.00

6.5 – Internal Quality Assurance System

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

Audit Type	External	Internal
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	Yes/No	Agency	Yes/No	Authority
Academic	No	None	No	None
Administrative	No	None	No	None

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

- The parents actively participated in the departmental advisory committee held at different times at respective departments.
- Providing valuable suggestions for the development of the College
- Informing the weakness and challenges of the College and related Departments.
- Discussion on the grievances and suggestions by the parents

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

1. Support staff of Accounts departments was trained by the College to be proficient with PFMS system of the Government of India.
2. Awareness programme on various online systems to the Office Staff.
3. Awareness programme on access to e-resource to the library support staff

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

1. Initiatives has been taken for introduction of PG courses in Arts and Science Subjects i.e. Assamese, Hindi, , Geography, Zoology.
2. Adoption of a nearby village namely Hajongbori.
3. Activation of cent percent online admission and online fee payment modules.
4. Designing and implementation of HoD diaries for all academic Heads of Departments.
5. Creation of WhatsApp Group for all HoDs for paperless communication amongst faculty members.
6. Arrangement of Students Feedback Analysis in offline mode.
7. Conduct of Academic Audit through an external agency.
8. Uploading of Code of Conduct in the college portal.
9. Purchase of laboratory equipments under RUSA grants to enhance the laboratory facilities.
10. Three MoU has been signed between Guwahati College and other organizations for effective collaboration in a more formal manner.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	A National Workshop on Research Methodology	07/06/2018	07/06/2018	13/06/2018	67
2018	An Entrepreneurship Development Programme was organized	28/09/2018	28/09/2018	28/09/2018	140
2018	Remote Sensing in Natural	14/09/2018	14/09/2018	14/09/2018	60

	Resource Management				
2018	Departmental News Bulletin (Batabriksha) by Botany Department	14/09/2018	14/09/2018	14/09/2018	100
2018	Introduction of Best Departmental Graduate Award	19/09/2018	19/09/2018	19/09/2018	1
2018	Workshop on Botanical Illustration and Harbarium Techniques	21/09/2018	21/09/2018	22/09/2018	80
2018	Regular Meeting of IQAC (Criteria II)	24/09/2018	24/09/2018	24/09/2018	8
2018	Regular Meeting of IQAC (Criteria III)	25/09/2018	25/09/2018	25/09/2018	6
2019	Meeting of IQAC Core committee	03/05/2019	03/05/2019	03/05/2019	8
2019	Meeting of IQAC Core committee with Conveners of Sub-committees	17/05/2019	17/05/2019	17/05/2019	17
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
International Womens Day Celebration	08/03/2019	08/03/2019	50	30

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

Percentage of power requirement of the University met by the renewable energy sources

A 25 KW solar panel was set up, which is being installed in the library block, which provides the electricity requirements for the Main Gate of the College, College Office, around the college play ground. Another panel installed in the campus, has been supplying electricity requirements for running the solar street lights (15 watt LED) in the campus (numbering 20). The total annual conventional electricity power consumption during the assessment year was approximately 65x12 KW. A large number of the rooms in the various blocks of the college are provided with LED lights. As a step towards environmental consciousness, the World Environment Day was observed by the institution.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	0
Rest Rooms	Yes	0
Scribes for examination	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	0	1	30/06/2018	11	Swachh Bharat Summer Internship Camp	Cleanliness in the locality	80
2019	0	1	28/02/2019	1	Talk on Turtle Diversity in NE India	Turtle Diversity in the Area	30

[View File](#)

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

Title	Date of publication	Follow up(max 100 words)
Handbook (Academic Session 2018-19)	01/07/2018	This Handbook continues to be published by the college authority because it has brought significant improvement to work culture in the college campus. The minor printing errors of the earlier editions have been removed in this latest version.
Academic Diary (for Session 2018-19)	01/07/2018	The feedback received from the students about

the academic diary has been encouraging. They appreciate the opportunity that such a diary provides in knowing the class and course distribution in advance.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Independence Day Celebration	15/08/2018	15/08/2018	130
Celebration of Bhupen Hazarikas Death Anniversary	05/11/2018	05/11/2018	150
Republic Day Celebration	26/01/2019	26/01/2019	100
National Unity Day Celebration	30/10/2018	30/10/2018	90
World AIDS Day	01/12/2018	01/12/2018	80

[View File](#)

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

1. The college campus is maintained as a plastic free zone, eco friendly dustbins locally made of bamboo are placed all over the campus.

2. The campus continues to be a tobacco free area.

3. The Eco-Club of the college takes the responsibility for maintaining a green and eco friendly college campus. The members of the club, in association with members of the teaching and non-teaching staff, plants saplings in the campus on a regular basis.

4. World Environment Day was celebrated on 5 June 2019.

5. The International Day for Biological Diversity was celebrated on 22 May 2019 with special emphasis on environmental issues.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICES OF GUWAHATI COLLEGE FOR THE YEAR 2018-19

Best Practice - 1 Honouring Deceased Colleagues The teachers of the college organize at least one lecture programme in the college every year in memory of their deceased colleagues. This year Dr. Arupjyoti Saikia, Associate Professor of History, IIT (Guwahati) delivered a lecture in September 2018 in memory of Late Dr. Bandhuram Deka. He spoke about the history of the Kaziranga National Park. 2 December (2018) was observed as Science Day in memory of Late Dr. Abdur Rahim, former HoD of Chemistry in the college. Dr. Pradip Sarma, Ex-Professor of Geography, Cotton University, was the Resource Person on the occasion. These lecture programmes are funded entirely by the present teachers of the college.

Best Practice - 2 NSS Activities As in the earlier years, the college unit of the NSS continues to engage itself in different activities within the campus as well as outside. Its various achievement during the year include: 1. Successful organization of Swach Bharat Internship Camp from 30 June to 10 July 2018. 2. Organizing an Annual Special Camp from 4 July to 9 July 2018. 3. Active participation in a Mega Special Camp Orientation Programme at Gauhati

University from 28 September to 30 September 2018. 4. Participation in the Pre-Republic Day Camp (Guwahati Region) from 4 November to 13 November 2018. 5. Hosting a Trekking Programme on 17-11-2018 with 100 volunteers. 6. Celebration of World AIDS Day with the theme "Know Your Status" on 1 December 2018. 7. Ms Priyanka Boro, an NSS volunteer from Guwahati College, is selected from NER to attend Republic Day Parade in New Delhi in January 2019.

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

https://www.guwahaticollege.org.in/pdf/7.2_Best_Practices_2018-19.pdf

7.3 – Institutional Distinctiveness

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

Institutional Distinctiveness of Guwahati College, 2018-19 The colleges primary vision continues to be the grooming of good citizens and good human beings. We realize that the days of government jobs are more or less over for the majority of our students. That is why our priority remains the promotion of entrepreneurship among the student community so that they can be self employed in the future. With this thrust in mind the college has organized a couple of programmes during the current year as well. 1. World Tourism Day was celebrated on 27 September 2018, jointly under the aegis of "Society for Zoology and Nature", Guwahati College, and Guwahati College Eco Club. Special attention was paid to the employment prospects in the tourism industry during the deliberations. 2. An awareness Programme on "Entrepreneurship Development" was organized on 28 October 2018 in association with DIC, MSME, Kamrup (Metro). The official representatives of MSME enlightened the students on different facets of entrepreneurship. 3. An "Industrial Visit" to SRD Nutrients Pvt. Ltd., Mangaldai, was undertaken by a group of 37 students on 7 April 2019. The group was led by Dr. Swapna Barooah. 4. An MoU has been signed between Guwahati College and National Small Industries Corporation [NSIC] for skill development of the students. A group of students obtained training in food processing and fashion technology under this programme. All these programmes continue to have a positive effect on our students. Their mindset has changed to a considerable extent as can be seen in rising rates of self employment among our students. Development of entrepreneurship thus continues to be our focus of attention and our area of special effort.

Provide the weblink of the institution

https://www.guwahaticollege.org.in/pdf/7.3_Institutional_Distinctiveness18-19.pdf

8.Future Plans of Actions for Next Academic Year

The College plans the following for implementation in the next academic year i.e. 2019-20 : 1) Timely submission of AQAR. 2) MoU by each academic department with academic as well as Industrial organization. 3) Strengthening of alumni association. 4) Make the college campus tobacco free. 5) Infrastructure development for the Science stream. 6) Enhancing Academic excellence. 7) Publication of Handbook in printed as well as web version. 8) Uses of e-resources in all academic departments. 9) Planning for online feedback from the students, parents and alumni. 10) Developmental works will be undertaken in the adapted village namely Hajongbori for the socio economic development of the community residing in the area. 11) More sports activities will be enhanced in the college. 12) National seminars and Workshops and some developmental programme will be organized the college. 13) Social compatibility of the students will be enhanced by giving them better scope opportunity of social interaction through activities of NSS and NCC. 14) Programs will be organized on Women empowerment under the

aegis of Womens' Forum. 15) Some career oriented programmes will be organized.