



SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

DULIAJAN COLLEGE

JOYANAGAR, BEHIND ASSAM GAS COMPANY LIMITED DULIAJAN

786602

www.duliajancollege.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Duliajan College is located at a beautiful site with its glory and radiance in the heart of the oil township of Duliajan amidst oil and gas fields, sprawling greenery of the surrounding tea gardens and cultivation lands. The uniquely picturesque and clean environment of the college provides the students a conducive atmosphere for pursuit of knowledge. This premier institution of higher education was started on the 1st August 1969 to cater the needs of quality education in the locality. However the college received the necessary affiliation of UGC in the year 1974 only. Since its inception, the college has been blossoming to be the foremost institution of higher education in the easternmost region of the country. At present there are over one thousand and six hundred students on rolls and the college has been maintaining a modest record of performance at different University and Council examinations, thereby reflecting the status of the college.

The College is permanently affiliated to Dibrugarh University and approved under sections 2 (f) and 12 (B) of the UGC Act, 1956, in the years 1986. The college boasts of a vibrant environment through participative and decentralized involvement of students, teachers, alumni, guardians, retired teachers and local community in various perspectives and activities. It has already been assessed and accredited by NAAC twice during 2005 and 2010, obtaining scores of 76 and 2.81 respectively, and being placed in the B+ and B grade in the 1st and 2nd cycle respectively. Most of the suggestions advocated by NAAC peer team during the two visits have been fulfilled and the college is trying to elevate itself to new height as per requirements of present day higher education context. A wide range programmes and courses have been introduced in the college through 16 departments, including a few self sustaining ones. The college has adopted CBCS programmes as per the recommendation of the affiliating university (Dibrugarh University) from the year 2019.

Vision

The college has a vision of imparting value based quality education to the learners. Being situated in a semi-urban locality, about 80% of the students hail from rural areas with very weak financial and academic background as well as poor academic base. So, the college undertakes all possible measures to uplift academic as well as extra academic performance of such students.

The college also has the vision to be a regional leader in imparting value-based quality education and empower individuals to become self reliant, caring and responsible global citizens with a lifelong zest for learning and self employment.

Mission

- To promote a college community, society and nation where spiritual, moral and genuine human values are lived and witnessed to.
- To contribute to the transformation of society through openness to reality and living the challenges of being socially conscious and socially responsible.
- To promote gender equality and empower women to have equal rights, conditions and opportunities, and the power to shape their own lives and contribute to the development of society.

- To promote inter-cultural and inter-religious harmony and communion through promoting genuine dialogue in an atmosphere of respect and openness.
- To facilitate leadership among the students enabling them to be genuinely compassionate, pro-actively enthusiastic, spiritually and socially responsible towards the society and the nation.
- To promote extra-curricular and co-curricular activities simultaneously with curricular activities for all round development of the students.
- To develop a transparent and responsive administration in order to develop a hassle free and friendly environment in the college.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Duliajan College is the oldest HEI in Duliajan with an experience of five and a half decade of imparting quality learning in the field of higher education.
- 16 departments are offering a number of UG, Diploma, Certificate and Higher Secondary programmes.
- Provision of computers, printers, LCD and internet facility for academic departments.
- Two open and distance learning (ODL) study centres in the college is catering the need of higher education of the employed people as well as poor aspirants of the locality.
- Academic collaboration with a number of institutions for student and faculty exchange programmes.
- Fully online admission process.
- Partially automated library having SOUL 2.0 ILMS software with wi-fi provision, internet browsing centre, E-corner, adequate collection of books, journals and other e-resources
- Departmental libraries are maintained in majority of the departments.
- Large campus with an area of 14.87 acres.
- Sufficient number of classrooms and laboratories.
- Dynamic institutional website with separate web portal for admission process.
- Well-equipped Computer Science Department providing free computer literacy programs for teaching and non-teaching staff and IT back-up to IQAC
- Well-equipped Gymnasium, Indoor Stadium, Play Ground and Auditorium catering to the needs of both institutional as well as neighbourhood community.
- One botanical garden, one herbal garden and one virgin micro-forest area catering the need of germplasm conservation of economically important as well as medicinal plants and herbs.
- Ragging-free, plastic-free, tobacco-free, eco-friendly, safe and secured gender-friendly campus with CCTV surveillance all over the built up areas.
- Almost zero incidences of ragging, gender-based violence and other forms of student unrest or protests.
- Adequate and safe drinking water facility for the students, staff and faculty.
- Active NSS unit involving the students in different in-house and outdoor community services.
- Involvement of retired faculties, alumni and guardians in institutional development and governance process.
- Decentralization and participative management through large number of in-house bodies; representation of students in in-house committees and cells.

Institutional Weakness

- Acute shortage of non-teaching staff due to the lack of approval from the Govt. of Assam to fill up the

vacant posts.

- Inadequate sanctioned posts for teaching staff in certain departments due to government policies.
- Requirement for pursuing honours programmes in English medium only as per affiliating university guideline despite large segment of students hailing from vernacular mediums schools.
- Absence of infrastructural facilities like Principal's residence and residential quarters for teaching and non-teaching staff.

Institutional Opportunity

- To establish a formal linkage with Oil India Limited, a premiere oil and gas exploration company located at Duliajan as a part of the Industry – Academia linkage in order to avail the financial and HR support to run various vocational courses relevant to the Oil industry and infrastructural facilities to support the academic activities of the students.
- To activate the 'Incubation Centre' to support the local entrepreneurs in establishing novel startups.
- To introduce P.G. programs in all academic departments; self-sustaining U.G. programs in the Computer Science Department; vocational and value-added courses; entrepreneurship development programs through the recently setup 'Incubation Centre'.
- To develop more numbers of synergetic collaborations with the various higher educational institutions located nearby Duliajan for student and faculty exchange programs.
- To establish linkages with various Companies out sourced by Oil India Limited for various oil field activities in order to provide employment opportunity to the outgoing students of the college.
- To conduct field works and projects (extra-curricular) for students.
- To improve and upgrade the existing sports and games facilities.
- To introduce various administrative and academic e-governance modes.
- To procure CSR funds from industry giants of the State, viz. tea companies, oil companies, etc.
- To upgrade the College Library to a fully digital one.
- To upgrade all class rooms with ICT facilities.

Institutional Challenge

- To meet the deficit of adequate academic staff in a number of departments for smooth running of various programs from limited internal resources of the college.
- To run the Higher Secondary (10+2) level classes despite having shortage of faculty members in various departments as well as limited infrastructural and financial resources.
- To provide institutional scholarships to needy students and financial support to faculty members for participation in various academic meets from limited internal resources.
- To keep proper records of students progressing to higher education.
- To keep proper records of students obtaining various Govt. scholarships due to Govt. policy.
- To keep the record of placement of the outgoing students.
- To upgrade infrastructural facilities in different academic departments to PG level with up to date research facilities.
- To mobilize alumni for generating resources.
- To become an autonomous institution in the future.
- To generate revenue through proper utilization of existing resources.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

- Curriculum delivery and documentation are planned in advance before the start of academic session involving preparation of academic calendar, class routine and teaching plans followed by monitoring of course progression through teacher's diary and departmental records of Sessional examination marks, seminars, group discussion, assignments, projects and field study reports.
- A general academic calendar based on the academic calendar published by Dibrugarh University for its affiliated colleges, is prepared by IQAC. Based on this general academic calendar every department prepares the departmental academic calendar. Continuous evaluation is carried out throughout the semester through academic activities such as class tests, seminar paper presentation, group discussion, and tutorial classes.
- Senior faculty members have been regularly assigned the duty of paper setting for regular UG and PG (ODL mode) courses by the affiliating university. Majority of the faculty members regularly get involved in evaluation process of end semester examinations.
- CBCS has been implemented for all the programmes (B.A./B.Com./B.Sc.) offered.
- One certificate course (Montessori Teacher Training Course) has been offered as an add-on course for the last 5 years.
- Issues related with environment and sustainability is integrated into courses of Environmental studies, Zoology and Botany. Courses that teach human values in its curricula are Political science, Commerce, English, Education. Professional ethics are integrated in the courses of English, Commerce and Education subjects. The college organizes programmes on Gender sensitization every year.
- Field trips/ educational study tours/ projects are organized by different departments.
- IQAC devises feedback mechanism for different stakeholders and action taken accordingly.

Teaching-learning and Evaluation

- Average new enrollment percentage for the last five years is 70.8.
- Average enrollment percentage of reserve category of seats for the last five years is 42.87.
- The learning levels of the students are assessed through their performance in the sessional tests, class tests, seminar paper presentation, group discussion and home assignments. All the departments identify the slow learners and arrange remedial classes for them. Moreover, the mentors of students identified to be slow learners are intimated for personal counseling.
- Student full time teacher ratio is 23:1 for the academic session 2021-22.
- Student-centric learning through various methods such as brain storming group discussions, quiz competitions, presentations and project work in participative learning and problem solving methodologies.
- Faculty members of the college use ICT technology to improve the teaching and learning process. LCD projectors, interactive boards, computer/laptops systems are used in the classrooms.
- Well documented mentoring system with mentor-mentee ratio 1:23.
- Average percentage of full time teachers against sanctioned posts for the last five years is 92.16 while that of full time teachers with Ph.D./NET/SET is 39.0.
- Average teaching experience of the full time teachers is 13.6 years.
- Internal assessments are conducted continuously from time to time through the performance in the Sessional test, Attendance data, Home assignment and Group discussion.
- Grievances related to the internal examination are addressed by the academic committee with the help

of the concerned department while those related to end semester examination are forwarded to the Office of the Controller of Examinations of Dibrugarh University after verification by the examination committee of the college.

- Cos and Pos of all the programmes and courses are displayed in the college website.
- Average pass percentage of the students in the last five years is 79.03.

Research, Innovations and Extension

- The college regularly publish a journal annually entitled 'Pragyajyoti' having ISSN 2278-8980 for publication of research base articles and papers by the faculty members of the college.
- IQAC has taken an initiative to link up all IQAC Coordinators of the State through an WhatsApp Group for facilitating exchange of qualitative ideas in respect of institutional development
- A total of 30 seminars and workshops were organized during the last 5 years which included 4 international seminars.
- Faculty members have 27 published research papers in UGC notified journals, 5 papers in non-UGC journals, 109 papers in conference/ seminars/workshop proceedings and books/ chapters in edited volumes.
- A good numbers of extension and outreach activities/ programs were conducted by NSS, IQAC and Student Union of the college.
- Currently, there are 7 functional MoUs for a variety of academic linkages, including student and faculty exchange programs, and other inter-institutional cooperative activities of mutual interests.

Infrastructure and Learning Resources

- The college has ample infrastructure and learning resources with 47 numbers of well prepared classrooms with adequate numbers of desks- benches, blackboard, and electrical fan-lights for the students. Among the classrooms 11 of them have LCD.
- Moreover, in order to maintain the technical works the college owns 19 computers in the office and 22 in the departments. The college also houses a Computer Science department which is enriched with 48 computers and the Internet Browsing Centre of the Library houses 15 PCs. So the college has total 104 computers. All the 104 computers have internet facility provided by the college.,
- Altogether there are 7 separate building blocks in the campus having a total area of 18.78 acres, the built up area being 8093 sq. mts.
- There are a total of 10 well equipped laboratories with a breakup of 1 Chemistry lab, 2 Botany, 2 Zoology, 2 Physics, 2 Computer Science and 1 Education lab.
- Total number of 104 functional computers with internet connection from 3 service provider are present.
- Museum collections exist in the History, Botany, and Zoology departments.
- 1 seminar/conference halls with ICT-facilities, 1 mini conference room and 1 central auditorium serves the purpose of meetings, seminars, workshops, meetings, etc.
- There is a well-equipped Gymnasium with a designated Gym Instructor and a Indoor stadium having the facility of Badminton, Volleyball and Table Tennis courts.
- A playing ground caters to the outdoor sport needs of the students.
- Budget allocation and utilization is based upon recommendations of concerned committees like IQAC, purchase committee, and library advisory committee; Expenditure incurred for infrastructure augmentation was Rupees 276.63 Lakh while for maintenance of physical facilities and academic

support facilities was Rupees 327.07 Lakh during the assessment period.

- Partially digital wi-fi based central library comprises of about 23,000 books, 16 journals, 4 magazines and 5 newspapers. Library is fully automated by SOUL 2.0 (Version 2.0) and has membership of N-List and NDLI for e-books and e-journals. The library has developed a portal of Digital Library having e-books and question paper accessing facility for the students and faculty members.

Student Support and Progression

- A total of 4591 Students out of 7693 students availed different types of scholarships and financial aids like Ishan Uday, PMC, Govt. admission freeship scheme, etc. Some recent records of scholarships like local M.L.A. Aid Fund availed by students is not available due to new governmental mechanism of direct credit of scholarships in the beneficiary bank accounts.
- A total of 19 different programmes were conducted during the assessment period as a part of capability building and skill enhancement initiatives benefitting about 939 students.
- A total of 859 students were benefited by different career counseling and awareness programmes during the assessment period.
- The college authority maintains a proper grievance redressal mechanism through a number of cells like Grievance Redressal Cell, Antiragging Committee, Disciplinary Action Committee, etc.
- Records of 136 students with respect to progression to higher education and placement were found. Many alumni failed to submit the supporting document in time.
- Total number of students receiving awards/medals for their outstanding performance in different sports and cultural activities at University and State level are 38 during the assessment period.
- Total numbers of students participating in sports and cultural events organized by the college or other institutions during the assessment period are 2594.
- There is a registered alumni association in the college who has been helping the college through different welfare activities from time to time.

Governance, Leadership and Management

- Decentralization and participative management is the core essence of academic as well as administrative framework in the institution. The apex body of the college (the Governing Body) has representatives from the State Government, affiliating University, teaching staff, non-teaching staff, guardians and donors.
- IQAC has representatives from the Governing Body, teaching staff, non-teaching staff, alumni, students, guardians, retired teachers, industrialists, and employers.
- Organizational hierarchy includes the GB at the apex, followed by the Principal, Vice Principal, Head of departments, faculty members and support staff (laboratory bearers and Grade IV staff). The college office is headed by the Head Assistant, assisted through the UDAs and LDAs, while the library is headed by the Librarian, assisted through the library support staff.
- Strategic plan of the institution is visualized and implemented through resolutions adopted in the IQAC core committee meetings.
- E-governance modes have been introduced in student admissions, student support (online notification, etc.), accounts, library services, alumni registration/ feedback. Faculty members and administrative heads have been included in official WhatsApp group for facilitating official communication.
- A total of 121 teachers attended FDP/OC/RC during the assessment period.
- The institution has two welfare schemes, one for the faculty members and other for the non-teaching

staff.

- The performance appraisal of the faculty members is monitored by the Principal with the help of IQAC and Academic Committee through the Self Appraisal Reports, Teaching Plan and Teacher's Diary.
- The Principal and I.Q.A.C. prepares a received fund allotment plan for a given academic year in advance for different activities like academic, administrative and infrastructure. Optimum end use of the funds received from different sources is made as per the rules and regulations and is subjected to audit by the government.
- Incremental improvements since the last NAAC assessment include augmentation of infrastructure and different learning resources (buildings, smart and ICT-enabled classrooms, computers, internet, conference rooms, wi-fi facility); newly introduced programs, study centres and laboratories; MoUs for student and faculty exchanges; partially digital library; online admission and cashless transactions; installation of CCTV surveillance; etc.

Institutional Values and Best Practices

- **Our Institute believes in gender equality and makes effort towards Gender sensitization. The Women Cell organizes a gender sensitization programme every academic year to create awareness regarding gender equity among the students. The Student Grievance Cell, Anti-ragging Committee and Disciplinary Committee take care of complains from the students and ensures the safety of the students especially the girl students.**
- CCTVs installed throughout the campus ensure safety and security to all concerned; Provision for separate girls' common room (with attached toilets) and girls' hostel (within the campus) exists.
- The college has a Day Care Centre for safe keeping of younger children of the faculty members as well as the staff.
- Our College celebrates various international and national commemorative days like Republic Day, Independence day, International Yoga Day, International Women Day, National Science Day, Environment Day, Teachers Day, etc.
- Green campus initiatives are affected through regular cleaning, plantation programmes, maintenance of the Botanical Garden, Herbal Garden, Micro Forest and use of solar power street lights, LED lights.
- Augmentation of modest Divyangjan friendliness resources including ramps, ramp rails, scribes, wheel chair, etc
- Various activities held for promotion of universal values, human values and national integration. National and religious events/ festivals are celebrated with active student-teacher-staff participation and involvement.
- The institution aims at maintaining transparency in all its functions covering financial, academic, administrative as well as auxiliary dimensions. All activities pertaining to day to day administration and academic pursuits are governed as per the directions/ instructions received from different statutory/ regulatory bodies

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	DULIAJAN COLLEGE
Address	Joyanagar, Behind Assam Gas Company Limited Duliajan
City	Duliajan
State	Assam
Pin	786602
Website	www.duliajancollege.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Lok Bikash Gogoi	0374-2800356	9435334284	0374-280035 6	duliajancollege@y ahoo.com
IQAC / CIQA coordinator	Jayanta Dutta	0374-2800365	7002657005	0374-280035 6	iqacduliajancollege @gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	

State	University name	Document
Assam	Dibrugarh University	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	21-10-1986	View Document
12B of UGC	21-10-1986	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	Joyanagar, Behind Assam Gas Company Limited Duliajan	Rural	18.78	8093.71

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	HIGHER SECONDARY SENIOR SECONDARY	English,Assamese	40	36
UG	BA,Economics	36	HIGHER SECONDARY SENIOR SECONDARY	English,Assamese	40	17
UG	BA,Education	36	HIGHER SECONDARY SENIOR SECONDARY	English,Assamese	40	32
UG	BA,English	36	HIGHER SECONDARY SENIOR SECONDARY	English	40	31
UG	BA,History	36	HIGHER SECONDARY SENIOR SECONDARY	English,Assamese	40	22
UG	BA,Mathematics	36	HIGHER SECONDARY SENIOR SECONDARY	English	5	0
UG	BSc,Mathematics	36	HIGHER SECONDARY SENIOR SECONDARY	English	30	14
UG	BA,Political Science	36	HIGHER SECONDARY SENIOR SECONDARY	English,Assamese	46	46
UG	BA,Sociology	36	HIGHER SECONDARY SENIOR SECONDARY	English,Assamese	40	32

UG	BSc,Botany	36	HIGHER SE CONDARY SENIOR SE CONDARY	English	30	6
UG	BSc,Chemist ry	36	HIGHER SE CONDARY SENIOR SE CONDARY	English	40	40
UG	BSc,Physics	36	HIGHER SE CONDARY SENIOR SE CONDARY	English	30	16
UG	BSc,Zoology	36	HIGHER SE CONDARY SENIOR SE CONDARY	English	30	20
UG	BCom,Com merce	36	HIGHER SE CONDARY SENIOR SE CONDARY	English	50	34
UG	BCom,Com merce	36	HIGHER SE CONDARY SENIOR SE CONDARY	English	50	47
UG	BCom,Com merce	36	HIGHER SE CONDARY SENIOR SE CONDARY	English	50	40
UG	BA,Arts	36	HIGHER SE CONDARY SENIOR SE CONDARY	English	300	214
PG Diploma recognised by statutory authority including university	PGDCA,Co mputer Science	12	TDC	English	30	13

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				12				42			
Recruited	0	0	0	0	10	2	0	12	18	20	0	38
Yet to Recruit	0				0				4			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				20			
Recruited	0	0	0	0	0	0	0	0	4	9	0	13
Yet to Recruit	0				0				7			

Non-Teaching Staff						
	Male		Female		Others	Total
Sanctioned by the UGC /University State Government						17
Recruited	6		1		0	7
Yet to Recruit						10
Sanctioned by the Management/Society or Other Authorized Bodies						15
Recruited	11		4		0	15
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	5	1	0	5	10	0	21
M.Phil.	0	0	0	0	0	0	10	9	0	19
PG	0	0	0	5	1	0	3	2	0	11
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	1	0	1
M.Phil.	0	0	0	0	0	0	1	0	0	1
PG	0	0	0	0	0	0	3	8	0	11
UG	0	0	0	0	0	0	0	0	0	0

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

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	1		0		1

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	687	0	0	0	687
	Female	735	0	0	0	735
	Others	0	0	0	0	0
PG Diploma recognised by statutory authority including university	Male	1	0	0	0	1
	Female	12	0	0	0	12
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	15	0	0	0	15
	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	20	17	10	18
	Female	21	18	19	17
	Others	0	0	0	0
ST	Male	22	18	24	33
	Female	17	14	27	26
	Others	0	0	0	0
OBC	Male	62	74	88	59
	Female	71	59	55	69
	Others	0	0	0	0
General	Male	194	152	281	228
	Female	210	198	273	210
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		617	550	777	660

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	<p>The institution is affiliated to Dibrugarh University and as such awaiting for the necessary guidelines to be issued by the said university to get ready for implementing NEP in the programmes offered by the college. However, the college has already organized a number of workshops and seminars on NEP to create awareness and preparedness among the faculty members of the college. The present CBCS programmes has already incorporated interdisciplinary or multidisciplinary approaches to some extent by introducing courses like Multidisciplinary Course, Environmental Studies, Skill Enhancement Courses, etc. The college having the three streams, i.e. Arts, Science and Commerce is</p>
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	quite capable of running the programmes with multidisciplinary or interdisciplinary approach.
2. Academic bank of credits (ABC):	Being affiliated to Dibrugarh University, our college has to follow the guidelines as proposed by the university from time to time. As there is no standing guideline and instruction from the affiliating university regarding Academic Bank of Credits, it is not yet implemented.
3. Skill development:	There are a number of skill development courses, viz. Vermicompost Technology, NSS, Tours & Tourism, Web Designing, Library Information Science, Entrepreneurship and Retail Management offered by our institution as a part of the curriculum. There are plans to introduce at least one self financing skill development courses per department of our institution from the next academic session. We have a linkage with a local socio-cultural organization named 'Pathar' who organizes workshops and training programmes for our students in the field of drama and theatre as well as folk performing arts.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	Apart from English, we have three more departments of Indian language, viz. Assamese, Bengali and Hindi, which carry on courses on these languages. Although the honours courses are compulsorily in English medium, our faculty members use vernacular language also to explain and conceptualize different topics among the students as majority of them are hailing from Assamese medium schools. The institution conducts various events reflecting local and national cultural rituals and heritage with active participation of the students and faculty members. Various departments of the institution encourage and guide the students to choose projects and field reports on IKS. The institution has engaged a local socio-cultural organization, Pathar, to train the students in the field of indigenous folk music, dance and drama.
5. Focus on Outcome based education (OBE):	The institution puts full effort on outcome based education. The course outcome of each and every course offered in the institution has been prepared beforehand and uploaded in the college website (http://www.duliajancollege.in/upload/courseoutcome/1643084007.pdf). The students are informed about the outcome of a course at the beginning. The faculty members adapt all possible measures in teaching – learning process to render the desired outcome of

	each prescribed course to the students. The progress of the students in acquiring the desired outcome is tested from time to time by internal evaluation system comprising of Sessional tests, Class tests, Seminars, Group discussions, Home assignments, Projects and Mentoring sessions.
6. Distance education/online education:	The programmes offered by the institution are only on offline mode as per the guideline of the affiliating university. Hence, online or distance mode of the existing regular programmes are not yet offered by the institution. However, during the last COVID pandemic periods, regular courses were continued through online mode. So, the institution and the faculty members are now quite familiar and equipped to run online courses in future. Moreover, the institution runs two study centres of ODL, viz. Directorate of Open & Distance Learning, Dibrugarh University and Krishna Kanta Handique State Open University, Assam catering the need of higher education by the service holders, entrepreneurs and students not getting seats in regular programmes as well as those who could not afford the financial burden of regular programmes.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	The Electoral Literacy Club has been set up in the college on 29.12.2021.
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?	One students' coordinator and 3 faculty members are appointed for the functioning of ELC. The ELC is functional as it has been conducting several awareness programmes from time to time with the help of Dibrugarh District Election Office.
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	Two numbers of awareness programmes has been conducted among the students of Duliajan College to generate awareness about the electoral process as well as electorate registration procedure.

citizens, etc.	
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.	Not yet.
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.	The college is planning to set up a new voter registration drive with the help of Dibrugarh District Election Office.

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
1422	1561	1372	1525	1637

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: 107

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
62	70	63	71	70

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
53	29	128	202	189

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:

Curriculum delivery and documentation are planned in advance before the start of academic session and utmost care is taken for successful implementation:

- a) Before the start of new semester classes, the academic committee prepares the daily class routine and the academic calendar.
- b) The academic committee holds a general meeting involving all faculty members to chalk out a plan for curriculum delivery at the start of new semester.
- c) The faculty members prepare the teaching and lesson plan in advance and submit a copy to the academic committee.
- d) The daily class routine is displayed in the notice board and distributed among all departments, faculty members and students a week before the start of the classes.
- e) Courses and units are distributed among the faculties taking into account their expertise.
- f) The Academic about the meets every last working day of the month to discuss about the progress of the curriculum and the course.
- g) Besides Class tests the College also conducts 2 (two) Sessional Test covering 20 marks for each paper with allotment of 1 (one hour)
- h) Home Assignment also offered to the students by the relevant teacher with relevant topic/unit of the course curriculum, which also consider as a part of Internal Assessment.
- i) Course progression is recorded on daily basis by the faculty members in the Teacher's which is examined monthly by the academic committee and then signed by the Principal.
- j) Records of seminar, assignments, and field studies are kept by the department.
- k) As per academic calendar there is the prescheduled date for declaration of marks of Sessional Tests. Teachers evaluate the answer script and handed over the Marks sheet to the HoDs. On the specified dates HoDs hangout the marks of each subject on the Notice Board.
- m) At the end of each month each subject teacher computes monthly attendance of every students and HoDs hangout attendance sheet of every student.

- n) Individual department conduct guardian meet and informed about students performance with the respective guardian for greater interest of the students as well as parents and college as a whole.
- o) There are many awards declared by various Stake holders as well as Department for better and competitive results of the students.
- p) For the session 2020-21, considering lockdown situation due to COVID pandemic, provisions for online classes, webinars and FDPs through various online platforms has been planned and implemented.

File Description	Document
Upload 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: 0

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

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
0	0	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:

Issues related with environment and sustainability is integrated into courses/programs/subjects like - Environmental studies, Zoology and Botany. Courses that teach human values in its curricula are Political science, Commerce, English, Education. Professional ethics are integrated in the courses of English, Commerce and Education subjects. The college organizes programmes on Gender sensitization every year. Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the co-curricular and extra-curricular activities also. N.S.S. promotes environmental protection through tree plantation and other sustainable development programs. Every year N.S.S. units undertake a host of activities in the nearby localities and villages. N.S.S. organizes various environment related programs including tree plantation, cleanliness drive, polythene free drive, etc. World Environment Day, N.S.S. Day, etc are organized in the college every year. The college has taken active participation in Swachh Bharat Abhiyan started by the government. National festivals like Independence Day and Republic Day celebration serve as a platform to enliven patriotic and moral values. Different social activities have been initiated by the college like Voter's Awareness Program, Road Safety Campaign, etc are organized from time to time. Major gender issues are focused and addressed through different activities in the college. Field work programme organized by different department like: Physics, Chemistry, Botany, Zoology, Assamese, History, Education, Commerce etc. from time to time for overall development of the students. Besides field work programme, activities like group discussion, seminar, workshop, gender sensitization programme etc. also enriched students as for substantial development of students as well as the course Curriculum.

File Description	Document
Upload Additional information	View Document

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

Response: 9.28

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

Response: 132

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

1.4 Feedback System

1.4.1 Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website (Yes or No)

Response: Yes

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: 72.51

2.1.1.1 Number of students admitted year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
647	765	530	591	674

2.1.1.2 Number of sanctioned seats year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
901	937	832	874	879

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: 43.05

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
218	206	186	204	205

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
479	496	448	470	474

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: 22.94

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:

Our institution always encourages student-centric learning through various methods such as brain storming group discussions, quiz competitions, presentations and project work in participative learning and problem solving methodologies. Regular participative activities viz., group discussions, projects, field visits, educational tours, seminars, extension lectures are organized in the college and the students actively participate in these activities within and outside the college. Students are given individual projects and class assignments for focusing on self study and to encourage independent learning. Different student support systems are available in the college like Library, Computer Lab, Reading Room, E- Classrooms. Beyond the classroom, college gives high importance to all-round development of students through extracurricular, co-curricular and field based activities. The objective of student-centred activities outside the classroom is to engage students as much as possible in learning procedures that require more than reading or viewing the material. Students are taken for study tours to the sites of interest in order to get familiar with the field/natural conditions. Annual sports competitions are organized, where students exhibit talent in variety of games, to foster spirit of togetherness and leadership.

Faculty members of the college use ICT technology to improve the teaching and learning process. Different softwares available online is integrated with teacher's explanation and students are encouraged to learn and practice through interactive activities. LCD projectors, interactive boards, computer/laptops systems are used in the classrooms. You- Tube, E- mails, Whatts App group, Zoom and Google classrooms are used as platforms to teach, communicate, provide material and syllabus, make announcements, conduct tests, upload assignments, make presentations, address queries, mentor and share information. These applications are also used to provide online education

during the covid-19 situation. Wifi facility is also available in the campus for the students and staff. The library also provides access to computers and online journals freely available in public domain and also to journals subscribed on the advice of faculty and facilitates downloads. Xeroxing facility is also available in the library. Syllabus and study materials are also made available on the college website and the website of the affiliating university. Student feedback are also received online from the students.

File Description	Document
Upload 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: 100

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
62	70	63	71	70

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: 39.58

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
34	33	23	22	21

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:

Internal assessments are conducted continuously from time to time through the performance in the Sessional test, Attendance data, Home assignment and Group discussion. Evaluated answer scripts of the Sessional tests are shared with the students for their doubt clearance. Notifications of Internal assessment marks are circulated in classrooms, displayed on notice boards as per the assigned dates in the academic calendar. If any tabulation error is found or is communicated, necessary corrections are duly made by the concerned and correct information is passed to the university accordingly. Due care and track is mentioned till completion of assignments. Most of the grievances related to the examination are received after declaration of results by the Examination Committee and after verification forwarded to the Office of the Controller of Examinations of Dibrugarh University. The errors in their results like marks of the internal assessment, attendance sheets, error in the bio-data etc. are immediately addressed, corrected and quickly disposed for onward submission to the university by the Officer-in-charge of the concerned examination committee. Each and every teacher-in-charge and office staff members concerned are instructed for due care and cooperation for the quick disposal of student grievances at their respective quarters. Where ever deemed necessary, the relevant documents/testimonials are submitted through the candidate personally or through their parents to Officer-in-charge of the Examination for speedy Redressal of the issue. The close and continuous communication is maintained by the Officer-in-charge of the Examinations with the university authorities for speedy disposal of queries, explanations and doubts if any.

File Description	Document
Upload 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 Institute has well defined learning outcomes. The vision and mission of the institution emphasizes on promoting value education through motivated trained faculty to prepare the students

to accept the challenges of globalization. The College has a proper mechanism of communication of the learning outcomes of the Programs and Courses, which includes following; Hard Copy of syllabi and course/programme Outcomes are available in the respective departments for ready reference to the teachers and students. Copy of Curriculum and Outcomes of Programs and Courses are also uploaded on the college website.

The college has a systematic process of collecting and evaluating data on programme and course outcomes, for which the assessment includes the following; Assessment for the course-level is done via continuous assessment having a particular weightage depending upon course objectives, learning outcomes and pedagogy. Various components for continuous assessment are defined and used. The evaluation is rigorous. It is done by adjoining the marks acquired by the students to their corresponding Course Outcomes. Besides, weightage for the end semester Examination (written examination /lab examination) depending upon course type is also used for the process.

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: 79.03

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
236	383	526	282	405

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
344	385	560	516	513

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: 3.18

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: 0

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	0	0	0	0

File Description

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 teaching and learning process in the college is based on innovative methodologies using the audio-visual aids in the class rooms. Interaction among the students and teachers are promoted so that better understanding of the concepts is transferred to the students. Quizzes, assignments and power point presentation are added in the class room teaching. The experiments in the labs are taught through experimental protocols/ demonstrations. Research ideas are floated during the teaching to motivate the students and inculcate the habit of pondering over scientific thinking's. Newer ways for carrying out research and experiments are discussed while teaching. The students interested in research are also guided by the faculty to pursue projects and field works. These projects are important for building up the statement of purpose for the students who are going to pursue their studies further. From these short term research projects, students learn to carry out literature survey, compiling of data ,get an idea of the research being conducted, write research papers and also present their work at national and international forums. Not only for students, there is a culture for continuous up-gradation of knowledge for the faculty members. Seminars, conferences, faculty development programs are being organized and attended by the teachers of the college. IQAC of the college further takes care for the introduction of new and important steps needed to ensure improvement and up gradation by involving various stakeholders of the college through various initiatives. Improvement of infrastructure of the college is a continuous feature. The infrastructure improvement involves up gradation of laboratories by adding on new equipment's and creating new infrastructure as and when required. The college campus is ICT enabled with a wifi of 100Mbps. A number of classrooms have projectors and LCD monitors for the benefit of the students. The college library is well

equipped with books and has an air-conditioned reading hall for the students and the faculty members. The library can be assessed online also through its digital portal. The various programmes under NSS build in talent among the students. Grooming of students to cultivate skill based activities takes place throughout the year. The College has several societies and committees, which plan and organize events on a regular basis to promote skill based learning and leadership qualities. These include Duliajan College Art's Forum, Duliajan College Science Council, Duliajan College Commerce Forum and Duliajan College Women's Cell to mention a few. Various competitions and events are also organized at college level to provide a platform to students to showcase their talent. The various societies like NSS and Enactus reinforce values and stress on being Tobacco Free campus, Green Campus, Plastic free zone etc.

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: 28

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
9	19	0	0	0

File Description

Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

3.3 Research Publications and Awards

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

Response: 0.31

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
11	22	0	0	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: 1.02

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
51	7	14	21	16

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:

Duliajan College through a number of extension activities has been contributing towards social and economic wellbeing of the society. The college unit of National Service Scheme, I.Q.A.C., Women's Cell, Students Union, Guardian Forum, Alumni Association, Arts Forum, Science Council, Commerce Forum and Duliajan College Teachers' Association regularly host a number of extension activities that play a very important role in the holistic development and inculcating social values in students. Some of such extension activities include: Tree Plantation Drive, Swachha Bharat, Mission Programmes, International Day of Yoga, International Women's Day, Disaster Awareness Workshop, Cleanliness Drive, Workshop on Tobacco Control, Health Check-up Camp, Blood Donation Camp, Electoral Verification Program, Awareness campaign on COVID 19, etc. These activities have direct social impact and also help in inculcating ethical and humanitarian values in students. The I.Q.A.C. organizes different extension activities like academic support to the nearby vernacular medium schools, awareness programmes on health, entrepreneurship, environment, etc. The NSS unit of the college, comprising of more than 100 student volunteers regularly organize and participate in various activities like cleanliness drive of the neighbourhood, tree plantation, environment awareness campaigns, etc. The Women's Cell of the college organizes awareness talks (on gender equality, menstrual cycle, breast cancer, self-defense etc), workshops

and seminars to unveil the strength of the society in balanced terms.

File Description	Document
Upload Additional information	View Document

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

Response:

NIL

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: 23

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	5	5	4	4

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: 7

File Description	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:

Duliajan College is well equipped with all kind of facilities. The institution has an adequate infrastructure, good number of classrooms, well facilitated laboratories and well maintained computer labs. The college infrastructure is built in a big area of 7.6 hector land. From the entrance it has concrete floor and the entire linking routes to different departments are also well made. The college also makes sure that once the students are in the campus they can move without any difficulty even during rainy season. The college has 47 numbers of well prepared classrooms with adequate numbers of desks- benches, blackboard, and electrical fan-lights for the students. Among the classrooms 11 of them have LCD facilities which enable the teachers and students to projects videos or power point presentation for the better understanding of the topics being taught. The college has also provided advanced laboratories for each science departments for practical classes and research related works. Moreover, in order to maintain the technical works the college owns 19 computers in the office and 22 in the departments. The college also houses a Computer Science department which is enriched with 48 computers and the Internet Browsing Centre of the Library houses 15 PCs. So the college has total 104 computers. All the 104 computers have internet facility provided by the college. Duliajan College has a well facilitated library with books, journals, magazines, e-journals and e-books.

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

Response: 46.03

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
9.76	3.64	48.86	130.44	83.93

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:**

* Name of ILMS software – SOUL 2.0

* Nature of automation (fully or partially) - PARTIALLY

* Version – 2.0

* Year of Automation – 2015

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:**

The college IT infrastructure has been updated and maintained regularly. The interactive board, LCD Projector, Printers, high configuration PCs were installed in the college. Smart classrooms equipped with interactive board, LCD projector, Digital Podium with inbuilt system, microphone system, speakers and video conferencing facility were installed. The whole college has been made wifi enabled through the services provided by Arrow web and Railwire. College is also availing the lease line internet facility from BSNL.

File Description	Document
Upload Additional information	View Document

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

Response: 15.29

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

Response: 93

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: 54.38

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
44.1	25.3	79.9	72.3	105.2

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: 61.07

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
955	1295	837	791	713

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: C. 2 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: 9.98

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
413	0	129	208	0

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: D. Any 1 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: 5.87

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
35	43	13	26	19

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
344	385	560	515	513

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: 0

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
0	0	0	0	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
0	0	0	0	0

File Description	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: 9

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
2	2	2	1	2

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: 3.6

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
8	1	4	2	3

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:

Duliajan College has an alumni association namely Prakton Satra Satri Sanstha. The alumni association comprises 28 executive members with Dr. Hemanta Das as president, Mr. Suresh Gogoi as working president, Mr. Dhruba Hazarika, Dr. Ambalika Borthakur and Mr. Anil Gogoi as Vice-President, Mr. Jadumoni Dutta as General Secretary, Mr. Khirod Gogoi, Mr. Pradip Gogoi and Mr. Dipankar Gogoi as the Assistant General Secretary and Mr. Dipjyoti Baruah as treasurer of the Association. The chief Coordinator of the Association is Mr. Shankarjyoti Baruah where as Mrs. Madira Saikia Bhuyan is in charge of Cultural affairs, Mr. Amatya Baruakial as Literary Secretary, Mr. Yusuf Khan as Publicity Secretary of the Association.

File Description	Document
Provide Link for 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:

The college has a vision of imparting value based quality education to the learners. Being situated in a semi-urban locality, about 80% of the students hail from rural areas with very weak financial and academic background as well as poor academic base. So, the college undertakes all possible measures to uplift academic as well as extra academic performance of such students. Faculty members are encouraged to get themselves updated and upgraded by attending refresher courses, orientation courses, seminars, conferences and workshops. The IQAC conducts students' feedback on various aspects of teaching learning process. The process includes feedback on administration, teachers, course and teaching. After the analysis of the feedback result, the Principal conveys it to each faculty members, so as to enable them to take any corrective measures and improvement if needed. In addition to classroom teaching, students are encouraged to take part in seminar presentation, group discussions and project preparation which urges them to acquire indepth knowledge on relevant topics. The college ensures all round development of the students by organizing cultural, literary and sports activities and encourages students to participate in such activities at Local, District, State and National level. The College inculcates social responsibility and good citizenship amongst the students by encouraging and allowing them to participate in various types of extension activities. The Higher education department, Govt. of Assam has given sufficient freedom to the Principal, who is the academic head of the institution, to administer in order to fulfill the vision and mission of the institution. Academic responsibilities are fairly divided among all the staff members. Committees are appointed for the various academic and co-curricular activities to be conducted in the course of the academic year. The list of committees is displayed at the beginning of the year on the staff notice-board. This ensures transparency in policy execution. The responsibilities are communicated to the faculty members through regular staff meetings. The Principal of the College holds regular meetings with the teaching and nonteaching staff. In these meetings various issues are taken up for discussion before arriving at a final decision. The Heads of Departments monitor the functioning of the various departments. The participative decision-making ensures total participation of all the people concerned. The office administration of the College is headed by the Principal and three Academic Coordinators from three streams under whom there is a Head Assistant, Senior Assistants, Junior Assistants and other Class IV Staff. Thus, decentralization of departments and personnel of the institution helps in improving the quality of its educational provisions.

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:

The Institution has a perspective plan. The aspects considered for inclusion are as follows;

1. Quality enhancement and improved teaching-learning

environment.

2. Enhancement of student support systems.**3. Improved student success rate.**

4. To be more innovative, more creative in academic delivery; with a strong emphasis on effective integration of technology in the teaching-learning process.

5. The teacher to be more of a facilitator and mentor than just a full time tutor.

6. To nurture and develop research culture among the students and faculties.

7. Life skills will be an integral part in curriculum development and delivery.

8. To emphasize on multi-dimensional evaluation of student learning and to enable that student learning outcomes match with their employers expectations. Our institution is governed by Higher Education Department, Govt. of Assam, which has the responsibility to take care of all the colleges in the state of Assam. However, the administration of our college is the responsibility of the Principal who is directly accountable to the Department of Higher Education; Govt. of Assam. The Principal is involved in overlooking the implementation of plans of the College. He ensures that regular day to day operations are properly conducted, through feedback from conveners', teaching and non teaching staff. Heads of Departments. The Heads of Departments ensure that the plans communicated to them by the Principal are implemented systematically. Committees for co curricular activities are formed at the beginning of the year and are assigned the tasks according to the institutional plans to enhance overall development of students. For the smooth conduct of all administrative activities according to the requirements of academic bodies and government rules, there are committees headed by senior faculty to guide the function. New appointments and promotion of faculty members and office staff are made as per the guideline set up by the DHE, Govt. of Assam as well as UGC. The service records of the faculty members and office staff are maintained and recorded on the service books by the college authority as per the Govt. guidelines.

File Description	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:**

The institution has two welfare schemes, one for the faculty members and other for the non-teaching staff. The scheme for the faculty members is Teachers' Welfare Fund, Duliajan College. It is run by a committee of a few selected faculty members. This committee is constituted for a period of two years. The fund is generated by a fixed monthly contribution of money from each faculty member. The scheme runs for a period of ten years. During this period, the members can avail emergency, short-term and long-term loans with a nominal interest rate. After the completion of the scheme, the sum accrued in the account is divided amongst the members and a new scheme is started again. Duliajan College Employee's Association also maintains a similar welfare scheme for the non-teaching staff of the college. This scheme is also run by a committee of selected staff members. The fund is generated by voluntary but fixed monthly contribution from the members with the facility of availing short term and long term loans with nominal interest rate. The performance appraisal of the faculty members are monitored by the Principal and the IQAC committee through the self appraisal report submitted by the faculty members every academic year.

File Description	Document
Upload 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
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: 19.64

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
30	20	7	7	2

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
0	0	0	0	0

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:

As the institution is run by the government, the funds to be utilized are primarily allotted through the Higher Education Department of Govt. of Assam as well as RUSA. The Accounts Department submits the salary budget for a given financial year in advance to the Finance Department, Govt. of Assam. DHE, Govt. of Assam releases certain funds for academic and infrastructure augmentation to the college from time to time. The Principal and I.Q.A.C. prepares a received fund allotment plan for a given academic year in advance for different activities like academic, administrative and

infrastructure. Optimum end use of the funds received from different sources is made as per the rules and regulations and is subjected to audit by the government. Within the institution funds are mobilized out of a specific percentage of the fee collected from the students. These funds are grouped under heading "Miscellaneous Funds". These funds are utilized for the benefit of students and for meeting other minor expenses of the college. To ensure the optimum end use of these funds college development and purchasing committees are framed. Financial audit of the accounts is regularly conducted by the institution. First of all the accounts department of the college conducts an internal audit through an approved Auditor. The report of the internal audit is submitted to the Governing Body for approval. The annual external audit is conducted by an Auditor appointed by the Govt. of Assam. They verify and confirm all finance related document. Report of audit and Utilisation certificates are submitted to the finance department, Govt. of Assam as well as the concerned funding agencies like RUSA. All the process in the college is strictly monitored by the Principal. The copies of the audit are also preserved in the college for records.

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:

In order to enhance the quality of the institution in all spheres, various quality assurance strategies initiated by the IQAC of the institution are follows:

The performance of the faculty members are evaluated through the faculty activity data submitted through Self Appraisal Report as well as feedback report of the students and other stakeholders per academic session.

All the faculty members are encouraged and supported to participate in orientation and refresher courses, workshops, seminars and conferences related to the teacher-learning process and research.

Teachers are also supported and encouraged to participate in conduction of examination and evaluation processes.

The poor and needy students are provided with financial aid out of the college poor fund.

The IQAC also provides guidelines, internet access and verification processes for the students to get the Post-Metric Scholarships.

The college also provides platform for the students to participate in Intra- College and Inter-College level debates, competitions, seminars etc.

Regular meetings of IQAC are conducted under the presidentship of the Principal with a pre-fixed agenda and suggestions are taken from all the members of IQAC for overall upliftment of the

college.

All the teachers are encouraged to use ICT tools for effective teaching-learning processes.

Almost all the laboratories are provided with charts, models etc for effective teaching- learning process. LCD's are installed in some of the classrooms of the college. I.Q.A.C. takes initiative in establishing linkages different academic and social institutions as well as to ensure different activities under such linkages

File Description	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:

Our Institution shows gender sensitivity by providing facilities such as:

Safety and Security: Our Institute believes in gender equality and makes effort towards Gender sensitization. The Women Cell organizes a gender sensitization programme every academic year to create awareness regarding gender equity among the students. The Student Grievance Cell, Anti-ragging Committee and Disciplinary Committee take care of complains from the students and ensures the safety of the students especially the girl students.

Counseling: As a part of the mentorship programme. The women teaching faculty are advised to counsel girl students in class, parks, library, common room (wherever it suits) to educate about sexual harassment either collectively or individually. For personal hygiene awareness, the Women Cell often organizes awareness programmes for girl students with the help of health experts.

Common Room: The college has a common room where first aid facility is provided at hand. The college provides basic medical aid necessary for girl students. Medical aid is provided free of cost.

Day Care Centre: The college has a Day Care Centre for safe keeping of younger children of the faculty members as well as the staff.

Our College celebrates various international and national commemorative days like Republic Day, Independence day, International Yoga Day, International Women Day, National Science Day, Environment Day, Teachers Day, etc.

File Description	Document
Upload 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: B. Any 3 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:

The college provides an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities. Different sports and cultural activities organized inside the college promote harmony towards each other. Commemorative days like Women's day, Yoga day also promote tolerance and harmony. Institute has code of ethics for students and a separate code of ethics for teachers and other employees which have to be followed by each one of them irrespective of their cultural, regional, linguistic, communal socioeconomic and other diversities. The students and employees are sensitized about the constitutional obligations: values, rights, duties and responsibilities of citizens. The College authority ensures the presence and participation of the faculty members, office staff and students in different national events like Independence Day, Republic Day, different awareness programmes organized by the local District Govt. Authority.

File Description	Document
Upload Additional information	View Document

7.2 Best Practices

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

Response:**BEST PRACTICES – I**

1. Title of the practice: Establishment of a Micro-Forest

2. Objective of the practice:

? To establish a self-sustaining micro-forest ecosystem.

? To safeguard indigenous species of flora.

3. The Context:

Forests are one of the chief sources of natural resources along with regulation of healthy environmental condition. The Micro-Forest project is an initiative undertaken for promotion and conservation of local biodiversity.

4. The Practice:

The Micro-Forest project is launched in an area of about 2 acres. The area has already variety of naturally grown plants. Thus initiative has been taken to plant a number of indigenous trees along with necessary protection and then left it undisturbed so as to allow it to become a virgin micro-forest.

5. Evidence of Success:

The area has already grown into a lush green forest exhibiting the required characteristics of a natural forest. The area has been observed to become a safe abode for a large number of birds and other small animals like squirrels.

6. Problems encountered and resources required:

No significant problems are encountered while implementing this project. Other than the saplings planted initially and the protection fence erected, no specific resources are required.

7. Notes:

In today's world where concrete jungles are on the rise, the College has taken a noble step through the establishment of micro-forest. The project will have many benefits in the long run.

BEST PRACTICES – II

1. Title of the practice: Children Day Care Centre

2. Objective of the practice:

To provide a facility and trusted environment ensuring good care of minor wards of College staff, thereby reducing the anxiety of working parents.

3. The Context:

Child Day Care Centre shall facilitate a congenial atmosphere wherein parents and guardians will be capable to leave their children in a trusted and safe environment with good care.

4. The Practice:

An MOU has been signed between Duliajan College and Duliajan College Teachers' Unit (DCTU) for an initial period of 5 years (dated from: 13th of July, 2022) for the establishment of Children Day Care Centre. The college authority has provided the infrastructure while a committee looks after and provides various assistances as and when required.

5. Evidence of Success:

The establishment of the Day Care Centre has been a phenomenal achievement for the College. Alongside providing a space for the young children to be nurtured in a safe environment, it has provided psychological comfort to the working parents.

6. Problems encountered and resources required:

There is a acute shortage of trained caretaker to look after the minor wards, specially the infants.

7. Notes:

Keeping in view the UGC guideline, the College has been able to successfully implement the

scheme by providing an adequate space for the establishment of Day Care Centre and the working of the same.

File Description	Document
Best practices as hosted on the Institutional website	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:

Our college has been putting utmost priority to keep the campus green with full of different varieties of herbs, shrubs and trees. Every year plantation programme is carried out especially on World Environment Day in addition to some other programmes. Special care is taken with the help of the students and faculty members to nurture the newly planted saplings. There is a group called 'Parivesh Karmi Dal' comprises of selected students and teachers who specially take care to maintain the greenery of the campus along with the NSS members. The college is maintaining a mini virgin forest at its backyard which has been kept safe from grazing animals. This concept of mini urban forest has been introduced by Assam Science Society, which aids to curb pollution and local germplasm conservation. The college also has a Botanical Garden with more than 150 varieties of local medicinal plants with about 20 endemic species. The college is also maintaining a herbal garden nurturing some local as well as exotic medicinal herbs and spices. Our college has been putting utmost priority to keep the campus green with full of different varieties of herbs, shrubs and trees. Every year plantation programme is carried out especially on World Environment Day in addition to some other programmes. Special care is taken with the help of the students and faculty members to nurture the newly planted saplings. There is a group called 'Parivesh Karmi Dal' comprises of selected students and teachers who specially take care to maintain the greenery of the campus along with the NSS members. The college is maintaining a mini forest at its backyard which has been kept safe from grazing animals. The college also has a Botanical Garden with more than 150 varieties of local medicinal plants.

5. CONCLUSION

Additional Information :

The college runs two ODL centres, one under Directorate of Open & Distance Learning (DODL), Dibrugarh University and one under KrishnaKanta Handique State Open University, Guwahati, Assam. Both the centres have study as well as examination facility. Both the ODL centres is catering the need of Higher Education for the poor needy aspirants and the working class of the areas in and around Duliajan.

Concluding Remarks :

The various stakeholders of the college have been always concerned with the qualitative and holistic growth of the institution in general, and there is a considerable change from the last assessment nine years back. Although there had been some internal shortcomings in the administrative set-up of the college, from 2016 onwards, due to appointment of a permanent Principal, the matter has been resolved in the last part of 2019. Henceforth, the institution has witnessed several developments in leaps and bounds and within a period of 2 years, all pending 12 AQARs (for the period 2011 – 2022) since the last NAAC assessment has been submitted to NAAC and IIQA submitted in December 2022. Efforts has been made to prepare the SSR with extreme care and certain unintended omissions and commissions in the AQARs submitted, has been tried to be rectified to the fullest, through seven SSR Preparation Sub-Committees. Various quality initiatives during the recent past like conduct of quality audits, life insurance coverage to all students, conversion of the traditional library into a partially digital library, setting up of ICT-enabled classrooms and meeting halls, declaration of the college campus as tobacco-free and plastic-free zones, involvement of the guardians and retired teachers and Principals in the institutional development process, online digital transactions (including fully online admission procedure), upgradation of the playground, provision for Children's Day Care Centre, individual office rooms for different stakeholders, and other infrastructural provisions like First Aid Centre, Yoga Arena, signing of different MoUs, etc. are all expected to usher in quality educational ambience in the forthcoming years.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.2.1	<p>Number of Add on /Certificate/Value added programs offered during the last five years</p> <p>Answer before DVV Verification : 1 Answer After DVV Verification :0</p>																				
1.2.2	<p>Percentage of students enrolled in Certificate/ Add-on/Value added programs as against the total number of students during the last five years</p> <p>1.2.2.1. Number of students enrolled in subject related Certificate/ Add-on/Value added programs 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>15</td> <td>9</td> <td>13</td> <td>19</td> <td>18</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>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table>	2021-22	2020-21	2019-20	2018-19	2017-18	15	9	13	19	18	2021-22	2020-21	2019-20	2018-19	2017-18	0	0	0	0	0
2021-22	2020-21	2019-20	2018-19	2017-18																	
15	9	13	19	18																	
2021-22	2020-21	2019-20	2018-19	2017-18																	
0	0	0	0	0																	
1.3.2	<p>Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)</p> <p>1.3.2.1. Number of students undertaking project work/field work / internships Answer before DVV Verification : 213 Answer after DVV Verification: 132</p>																				
1.4.1	<p>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>Answer before DVV Verification : Yes Answer After DVV Verification: Yes</p>																				
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>660</td> <td>777</td> <td>550</td> <td>617</td> <td>705</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></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2021-22	2020-21	2019-20	2018-19	2017-18	660	777	550	617	705	2021-22	2020-21	2019-20	2018-19	2017-18					
2021-22	2020-21	2019-20	2018-19	2017-18																	
660	777	550	617	705																	
2021-22	2020-21	2019-20	2018-19	2017-18																	

647	765	530	591	674
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2.1.1.2. Number of sanctioned seats year wise during last five years

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
951	987	882	924	930

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
901	937	832	874	879

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)

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
228	216	197	218	215

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
218	206	186	204	205

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
507	524	476	497	501

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
479	496	448	470	474

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

2.4.1.1. Number of Sanctioned posts / required positions for teaching staff/ full time teachers year wise during the last five years:

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
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74	74	74	74	74
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Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
62	70	63	71	70

Remark : DVV has updated the data after excluding the library staff

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)**

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**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
34	33	23	22	21

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
34	33	23	22	21

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

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**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
9	21	0	0	0

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
9	19	0	0	0

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
11	22	0	0	0

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
11	22	0	0	0

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
51	7	14	21	16

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
51	7	14	21	16

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**

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**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
5	6	5	8	4

Answer After DVV Verification :

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

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.**

	<p>Answer before DVV Verification : 7 Answer After DVV Verification : 7</p>																				
4.3.2	<p>Student – Computer ratio (Data for the latest completed academic year)</p> <p>4.3.2.1. Number of computers available for students usage during the latest completed academic year: Answer before DVV Verification : 104 Answer after DVV Verification: 93</p>																				
4.4.1	<p>Percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years (INR in Lakhs)</p> <p>4.4.1.1. Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs) Answer before DVV Verification:</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>44.13</td> <td>25.38</td> <td>79.98</td> <td>72.3</td> <td>105.28</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>44.1</td> <td>25.3</td> <td>79.9</td> <td>72.3</td> <td>105.2</td> </tr> </tbody> </table>	2021-22	2020-21	2019-20	2018-19	2017-18	44.13	25.38	79.98	72.3	105.28	2021-22	2020-21	2019-20	2018-19	2017-18	44.1	25.3	79.9	72.3	105.2
2021-22	2020-21	2019-20	2018-19	2017-18																	
44.13	25.38	79.98	72.3	105.28																	
2021-22	2020-21	2019-20	2018-19	2017-18																	
44.1	25.3	79.9	72.3	105.2																	
5.1.1	<p>Percentage of students benefited by scholarships and freeships provided by the Government and Non-Government agencies during last five years</p> <p>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 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>955</td> <td>1295</td> <td>837</td> <td>791</td> <td>713</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>955</td> <td>1295</td> <td>837</td> <td>791</td> <td>713</td> </tr> </tbody> </table>	2021-22	2020-21	2019-20	2018-19	2017-18	955	1295	837	791	713	2021-22	2020-21	2019-20	2018-19	2017-18	955	1295	837	791	713
2021-22	2020-21	2019-20	2018-19	2017-18																	
955	1295	837	791	713																	
2021-22	2020-21	2019-20	2018-19	2017-18																	
955	1295	837	791	713																	
5.1.2	<p><i>Capacity building and skills enhancement initiatives taken by the institution include the following</i></p> <ol style="list-style-type: none"> 1. <i>Soft skills</i> 2. <i>Language and communication skills</i> 3. <i>Life skills (Yoga, physical fitness, health and hygiene)</i> 4. <i>ICT/computing skills</i> 																				

	<p>Answer before DVV Verification : B. 3 of the above Answer After DVV Verification: C. 2 of the above</p>																				
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"> <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>413</td> <td>0</td> <td>129</td> <td>208</td> <td>0</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>413</td> <td>0</td> <td>129</td> <td>208</td> <td>0</td> </tr> </tbody> </table>	2021-22	2020-21	2019-20	2018-19	2017-18	413	0	129	208	0	2021-22	2020-21	2019-20	2018-19	2017-18	413	0	129	208	0
2021-22	2020-21	2019-20	2018-19	2017-18																	
413	0	129	208	0																	
2021-22	2020-21	2019-20	2018-19	2017-18																	
413	0	129	208	0																	
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: D. Any 1 of the above</p>																				
5.3.1	<p>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</p> <p>5.3.1.1. <i>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</i></p> <p>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>26</td> <td>16</td> <td>13</td> <td>1</td> <td>4</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>2</td> <td>2</td> <td>2</td> <td>1</td> <td>2</td> </tr> </tbody> </table>	2021-22	2020-21	2019-20	2018-19	2017-18	26	16	13	1	4	2021-22	2020-21	2019-20	2018-19	2017-18	2	2	2	1	2
2021-22	2020-21	2019-20	2018-19	2017-18																	
26	16	13	1	4																	
2021-22	2020-21	2019-20	2018-19	2017-18																	
2	2	2	1	2																	
5.3.2	<p>Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)</p>																				

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
616	11	98	856	1013

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
8	1	4	2	3

6.2.2

Implementation of e-governance in areas of operation

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

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: A. All of the above

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

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
38	35	10	10	2

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
30	20	7	7	2

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

Answer before DVV Verification:

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

Answer After DVV Verification :

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

0	0	0	0	0
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7.1.2	<p>The Institution has facilities and initiatives for</p> <ol style="list-style-type: none"> 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 <p>Answer before DVV Verification : A. 4 or All of the above Answer After DVV Verification: A. 4 or All of the above</p>
7.1.3	<p>Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following</p> <ol style="list-style-type: none"> 1. Green audit / Environment audit 2. Energy audit 3. Clean and green campus initiatives 4. Beyond the campus environmental promotion activities <p>Answer before DVV Verification : B. Any 3 of the above Answer After DVV Verification: B. Any 3 of the above</p>

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"> <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>1450</td> <td>1582</td> <td>1405</td> <td>1570</td> <td>1686</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>1422</td> <td>1561</td> <td>1372</td> <td>1525</td> <td>1637</td> </tr> </tbody> </table>	2021-22	2020-21	2019-20	2018-19	2017-18	1450	1582	1405	1570	1686	2021-22	2020-21	2019-20	2018-19	2017-18	1422	1561	1372	1525	1637
2021-22	2020-21	2019-20	2018-19	2017-18																	
1450	1582	1405	1570	1686																	
2021-22	2020-21	2019-20	2018-19	2017-18																	
1422	1561	1372	1525	1637																	
2.1	<p>Number of teaching staff / full time teachers during the last five years (Without repeat count):</p> <p>Answer before DVV Verification : 110 Answer after DVV Verification : 107</p>																				
2.2	<p>Number of teaching staff / full time teachers year wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <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>63</td> <td>71</td> <td>64</td> <td>72</td> <td>71</td> </tr> </tbody> </table>	2021-22	2020-21	2019-20	2018-19	2017-18	63	71	64	72	71										
2021-22	2020-21	2019-20	2018-19	2017-18																	
63	71	64	72	71																	

Answer After DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
62	70	63	71	70

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
53.89	29.02	128.84	202.74	189.21

Answer After DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
53	29	128	202	189