



# **SELF STUDY REPORT**

**FOR**

**4<sup>th</sup> CYCLE OF ACCREDITATION**

**CHAIDUAR COLLEGE**

**CHAIDUAR COLLEGE POST OFFICE GOHPUR DISTRICT BISWANATH**

**784168**

**[www.chaiduarcollege.ac.in](http://www.chaiduarcollege.ac.in)**

**Submitted To**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**August 2024**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Chaiduar College which celebrated its Golden Jubilee in the year 2017-18, is one of the premier institutions located at the historic town of Gohpur, also a Sub-Divisional Headquarter of Biswanath district, of Assam. Established in 1967, as a philanthropic venture of a few notable educationists, intellectuals and hard-working individuals of the locality, the institution now caters to the educational needs and expectations of the students hailing from a large geographical area. With 17 academic departments, close to 3000 students, and 46 highly qualified, dedicated faculty members and a number of office and support staff at present, Chaiduar College has been relentlessly contributing to the cause of learning since its inception, and has progressed tremendously in all directions, academic, administrative and infrastructure.

The College was affiliated to Gauhati University first in 1977 for Arts Stream and then Science Stream in 1998. It acquired permanent affiliation in 1990 followed by the recognition of the University Grants Commission (UGC) in 2004. In addition to Arts, Science Streams and Commerce Stream (Self-Financed), the college runs B.Voc courses in Medical Laboratory Technician (MLT) and Mass Media, and a number of skill and computer certificate courses. The college has a DBT Sponsored Advanced Level Institutional Biotech Hub which has been a centre of knowledge creation and transfer. It is one of the very few colleges in the state of Assam that has four streams of studies and a centre of advance research in science. The college is maintaining consistently good academic results through the years. The college has NCC (Boys & Girls) and NSS units fostering an environment for public role that students need to take up in their journey. The college is discharging its social responsibility towards community development by undertaking various programmes particularly through extension and outreach activities. With adequate infrastructures and consistent efforts at modernizing and upgrading of IT facilities, Chaiduar College is set to continue its journey towards excellence in the days and years to come.

The college has already undergone Three Cycles of NAAC accreditation securing C++ (2004, CGPA 68.00), B (2011, CGPA= 2.64), and B++ (2017, CGPA= 2.82) respectively.

### **Vision**

1. To provide the best platform to all section of students to meet the need of the society by imparting quality education.
2. To bring into some skilled, creative and confident human resources to take up career challenges.
3. To impart Training for unemployed educated youth in various skills depending on present day need.

### **Mission**

1. To achieve all round development of a student providing moral, civic, value-based learning through education.

2. To disseminate the quality education among the students and nearby areas of greater Gohpur for generating workforce to equip them for self-employment.

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

### Institutional Strength

#### Institutional Strength:

- Inherent multidisciplinary ecosystem involving disciplines from four streams: Arts, Science, Commerce and BVoc courses
- Qualified and dedicated teaching faculty with around 60% teachers having Ph.D. qualification
- Involvement in research and publication
- Strong student enrollment
- Cosmopolitan demographic of students hailing from diverse ethnic, linguistic, cultural backgrounds.
- Located in the midst of vibrant and diversified people and communities with the added advantage of bordering Arunachal Pradesh
- Community involvement through concerted and institutionalized mechanism
- Excellent teaching-learning environment facilitated through curricular and co-curricular activities
- Updated and well-equipped Central Library and Departmental Libraries
- Augmented infrastructure
- Active Internal Quality Assurance Cell
- Students are given career exposure through an active information and career guidance cell.
- DBT Sponsored Advanced Level Institutional Bio-Tech Hub
- Computer Lab has adequate infrastructure and it is run by highly qualified faculty
- Adequate ICT facilities for teaching-learning process
- 24x7 Wi-Fi facility
- State-of-the-art AC conference hall
- Dedicated and helpful support staff Excellent facilities for sports and culture
- Consistent good student performance in university examinations
- The Grievance Redressal Cell is responsive to the grievances of the students.
- Active statutory bodies or committees and cells
- Decentralization of responsibility in governance and management through a number of statutory and non-statutory committees/cells/bodies
- Active and democratically elected students' union
- The Institute has a strong, duly constituted governing body.
- Well-managed ODL study centers of IDOL (GU) and KKHSOU
- Timely publication of Annual Newsletter and departmental wall magazines with active participation of students
- A clean, eco-friendly, and peaceful campus provides a conducive ambience for learning.
- Organizing a good number of seminars/webinars and workshops
- Support from funding agencies such as UGC, grants from MP/MLA fund and state government funds, and schemes such as RUSA
- Well-furnished college hostels for outstation students

### Institutional Weakness

- High Pupil Teacher Ratio (PTR) in a few departments because of high student enrollment in the respective departments
- Inadequate research facility and analytical equipments posing challenge to research activities
- Lack of adequate job-oriented courses and limited scope of placement
- Inadequate resource mobilization other than that of government grants
- Limited industrial linkages thus obstructing placement opportunities
- PG Programs not yet introduced
- Being an affiliated college, there is a lack of effective academic autonomy
- Susceptibility to perennial natural hazards like flood
- Limited numbers of research projects by faculty members.
- Inadequate boarding and hostel facilities for outstation students particularly for boys.

### **Institutional Opportunity**

- Opening up of new and diversified courses/programmes in line with the NEP 2020
- Taking up research and development programmes in view of local issues of public concerns such as climate change, natural disaster, biodiversity and locally accessible resources, Indian Knowledge Systems, Intellectual Property Rights etc.
- Scope for optimum use of ICT facilities
- Can act as a significant hub of cultural rejuvenation and preservation for its surrounding diverse societies
- Scope of student exchange programmes
- Scope of faculty exchange programmes
- Collaboration and linkages with reputed educational and research institutes and recognised bodies, societies, and NGOs
- Possibility of augmenting strong alumni base for overall growth and development of the college
- Possibility of reaping benefit from the huge area of arable land of the college
- Enhancing Gross Enrolment Ratio (GER) through high enrolment in conventional programmes with further edge through two distance learning study centers of the IDOL (GU) and KKHSOU
- Having opportunities to preserve many indigenous aquatic flora and fauna
- Large number of students belong to ST and OBC categories.
- Having opportunities to generate revenues through the guest house, integrated paddy cum fish cultivation process, fishery, and renting of auditorium

### **Institutional Challenge**

- Proper implementation of the NEP 2020, particularly accommodating students in various skill-based courses, internship and value-added courses
- Adequate fund mobilization for upgradation, creation of new infrastructure and maintenance
- Limited budget allocation from Govt. for physical and digital infrastructure augmentation.
- Developing a mechanism to keep proper record of students progressing to higher education
- Developing a mechanism to keep proper record of students qualifying for different competitive exams such as NET, SLET, GATE, Civil Service, etc.
- Developing proper communication skills of students hailing from rural background
- Training for self-employment skills due to limited industrial set-up in the locality
- Maintaining infrastructure and facilities of the college in view of annual occurrence of flood

## 1.3 CRITERIA WISE SUMMARY

### Curricular Aspects

Chaiduar College, affiliated to Gauhati University, Assam, follows the curriculum as prescribed by the parent university. The college presently offers Undergraduate (UG) degree programmes and a number of Diploma and Certificate courses to the aspiring students. In addition, the introduction of the B.Voc courses in Medical Laboratory Technician (MLT) and Mass Media has significantly enriched the curricular aspects of the institution. Moreover, a number of skill-enhancing courses like **Junior Software Developer, Four-Wheeler Service Technician, Associate Data Entry Operator** (Under Skill Hub Institute: a joint venture of National Skill Development Corporation, Govt. of India) have been conducted in the period under assessment are other contours of the curricular aspects.

Keeping at par with the pan-Indian development, the college currently follows the NEP 2020 curriculum structure. As the flagship education reform champions Access, Equity, Quality, Affordability, and Accountability as the five basic *mantras*, the college provides a decent platform for amelioration of the same with student-friendly subjects and courses. Semester system is followed for the UG programmes spanning over six semesters in the tally of three years. The curriculum provides major and minor areas of study with the key thrust being on gender equity, professional ethics, climate change, sustainability, and the fundamental areas of human values. The college has made mandatory for the students to take up Ability Enhancement Courses (AEC) on Communication Skills and Environmental Studies involving all the streams. Various Workshops and Invited Talks are commenced to instill the sense of professionalism and facilitate required exposure to the students. Giving further edge, the college is all set to open up 4-year Integrated Teacher Education Programme (ITEP) from the academic session 2024-25.

Incorporation of Indian knowledge systems into the existing educational and academic scenario of the college is accomplished through collaborative endeavours as well as the existing knowledge resources such as the Chaiduar College Central Library and the respective bodies and cells.

Apart from regular mode of imparting learning, the college also facilitates online Undergraduate, Postgraduate and diploma/certificate courses under the stewardship of Institute of Open and Distance Learning, Gauhati University (IDOL, GU), and Krishna Kanta Handiqui State Open University (KKHSOU) with well managed study centres in the college premises.

### Teaching-learning and Evaluation

Chaiduar College has consistently good student strength with high enrolment. Taking stock of the rich socio-cultural diversity, teaching-learning mechanism intends to cater to the demand and expectation of the students in line with their backdrop. The college is credited with having highly qualified teaching faculty with around 60% of them having Ph.D. degrees.

Teaching-learning is given topmost priority with in-person classroom deliberations being the major focus. As outcome-based learning mechanism is a significant formula, the college follows programme outcomes, programme specific outcomes, and course outcomes as incredible signposts in furthering the noble venture. Participatory, interactive and pro-active role of students are encouraged through commencement of departmental seminars, quiz, assignment, field work etc. Slow learners are given additional attention through

remedial measures while advanced learners are adorned with invited talks and lecture by experts in the respective areas.

In addition to conventional teaching-learning, the teachers also use different ICT tools for greater benefit of the students. Right from the Covid-19 pandemic, use of digital platforms has seen an upsurge in the changing scenario of teaching-learning. Teachers extensively use Google Meet, Google Classroom, Zoom etc to accentuate learning process despite the lack of in-person contact in consequence of hazards like Covid-19. For greater help of the students, subject specific software and programming tools like are used.

The College has an Examination Cell shouldering the responsibility to conduct internal assessment in proper consultation with the departments following examination guidelines of Gauhati University, Assam. Formative (30%) as well as summative (70%) components characterize the evaluation process. Internal assessment comprises attendance (10%), and assignment, unit test, seminars, project etc (20%). The parent university conducts End-Semester examinations with the college appointing Assistant Officer in Charge (AOC) from the teachers and a few employees from the non-teaching category to expedite the entire process. The Principal acts as Zonal Officer for smooth conduct of the examinations. In addition to this, Examination Zone is allotted to the college every year and the assigned tasks are well accomplished by those given the responsibility as such.

### **Research, Innovations and Extension**

Chaiduar College has been putting constant effort in having decent environment for research with funding from agencies like the UGC, ICSSR, DBT (Department of Biotechnology), Tea Board etc. Most of the teachers have Ph.D. degrees to their credit while a few of the rest are pursuing to this direction. A number of teachers have quality research publications enlisted in UGC-CARE, Scopus and Web of Science.

The College has a DBT Sponsored Advance Level Institutional Biotech Hub which is a major centre of research and innovation. Chaiduar College has inter-institutional academic collaborations through a number of MoUs with different institutions and organizations such as Down Town Charity Trust and Hospitals, Darrang College, Tezpur, Assam, Tyagbir Hem Baruah College, Jamuguri, Assam, Gohpur Bodo High School, AMTRON etc. for enhancing exchange of knowledge in the coming days.

A large number of seminars/webinars/invited talks/workshops on science, technology, culture and humanities are organized in the college to facilitate innovative ideas and creation and sharing of knowledge in the academic fraternity and among the students, thereby promoting a research culture on campus. Faculty conducting research is provided full powers, infrastructural support and reduced work load. Research facilities and infrastructure are updated and augmented on a regular basis to facilitate research. Faculty members are engaged in active research and they publish their research work in reputed journals and as book chapters. Students take up projects as laid down in curriculum Students and teachers alike are mostly involved in extension activities with a view to materializing the motto of “serve, co-operate, help and learn”. In addition to their usual task of imparting learning, the teachers frequently visit nearby as well as far-flung schools to help the students learn at ease. The college has committees/cells/wings/bodies such as the NSS, NCC, Women's Cell, Student Self-Help Club, Eco Club, Red Ribbon Club etc. that engage in various out-reach activities in collaboration with other organizations. A village in the vicinity of the college has been adopted to extend service to the larger spectrum of society keeping in view the leadership quality and public role that the students need to take up alongside educational pursuits.

## Infrastructure and Learning Resources

Chaiduar College has a total built-up area of 11516.43 sq.m. out of the total campus area of 24.34 hectares of land in a prime location of Gohpur town. Currently the college has 55 classrooms divided into A, B, C, D, E, F, G, and H Blocks that are shared for smooth conduct of classes in Arts, Science, Commerce, and B.Voc courses. Separate classrooms are allotted to the ensuing ITEP course. Well-equipped laboratories are available for the science departments, BVoc MLT course and the Department of Education to accomplish practical activities. There are smart classrooms with ICT/Wi-Fi and LAN facilities. The college possesses internet connectivity from Airtel, BSNL and Railtel Broadband connections that provides bandwidth for uninterrupted internet connectivity.

The College has a well-equipped ICT Centre and there are adequate computers for student in he college. The Department of English has its separate Language Lab with required computers and software. An updated Conference Hall with the capacity of 80 is widely used for conducting Seminars/Workshops/Invited Talks. A large auditorium named after music legend Dr. Bhupen Hazarika has the seating capacity of 400 is used in organizing academic/cultural programmes in large scale. Sports facilities such as a playground studded with gallery, indoor stadium named as Rongghar having two Badminton courts, Table Tennis, well-equipped gymnasium is made available for the students and staff. Other physical infrastructure comprises a first-aid centre under the stewardship of the Department of MLT, a large canteen, an albino breeding centre, one hostel each for boys (Swahid Mukunda Kakoti Chatravaas) and one hostel for girls (Kanaklata Chatri Nivaas), an Administrative Block that comprises offices of the Principal, General Section, Accounts Section etc. Budgetary provisions are properly maintained for upliftment of physical infrastructure in the college premises. Adequate number of toilet facilities for male and female students are constructed. There are Girls' and Boys' common room and a well-furnished Teachers' Common Room. Safe drinking water facilities are installed for students and staff. Fire safety measures and CCTV cameras are installed at different locations of the college campus and in the rooms for safety. A large well-furnished guest house has been constructed in the campus. Rails and ramps are constructed in the buildings and, pedestrian-friendly, barrier-free walkways are constructed for the benefit of differently-abled students and staff.

## Student Support and Progression

Chaiduar College maintains a strong and dedicated system of student support mechanism in consonant with government and non-government schemes benefitting students in large numbers. BPL (Below Poverty Line) category students get free admission following the mandate of the Government of Assam. During the last five years more than ten thousand students received scholarship and aids under Assam Govt. fee waiver scheme and Ishan Uday scheme, Government of India, Post Metric Scholarship (PMS) for SC students, PMS for ST students, PMS for OBC students.

The College has constituted the Career Guidance and Placement Cell that provides proper guidance and counseling to enhance professional career of the students. The cell also organizes seminars/workshops to foster soft skills and employability so that students can cope with the challenges of time in regard to employment. The cell also makes necessary arrangement in holding special coaching for Civil Services and other competitive examinations. A large number of students opt for higher studies in various Higher Education Institutions (HEIs) and small number of students gets employed in government and non-government sectors. A number of students from the college have cracked NET, SLET, GATE and other qualifying examinations. Some of the students' outstanding performances in sports and cultural activities have brought laurels to the college. The NCC unit of the college is very much participatory in activities of national significance. The college is also proud of a

vibrant Alumni Association that has been registered under the Societies Registration Act, and has been quite active since its inception. In the current assessment period, the Alumni Association has made substantial financial contribution and this amount has been utilized to construct the college Guest House and a small garden area inside the campus.

### **Governance, Leadership and Management**

The Governing Body (GB) of the college acts as an apex body in making decisions as per regulations of the government. The body is chaired by a President nominated by the Director of Higher Education, Govt. of Assam, with a number of members representing various stakeholders. The Principal of the college executes the role of an ex-officio Secretary of the GB. Academic and administrative coordination of the college goes a long way in its overall development. With the motto of participatory management, the college constitutes the College Association in which the Principal acts as the President. The Governing Body acts as an exclusively administrative body that guides the principal in implementing significant decisions. The body appears as a mediator between the government and the college. The guidelines and regulations issued by the Department of Higher Education, Government of Assam, UGC and Gauhati University (Gauhati University) in regard to recruitment and promotion are strictly followed by the college.

Participatory management and decentralized monitoring are well accomplished through the creation of a number of statutory and non-statutory cells/bodies such as the IQAC, Career Counseling and Placement Cell, Anti-Ragging, Anti-Harassment and Disciplinary Committee, Internal Complaint and Grievance Redressal Cell, Women's Cell etc. The IQAC has a significant role to play in terms of quality assurance and smooth conduct of the activities. The Construction Committee, Purchase Committee etc. offer helping hand to the Principal in taking right decisions and necessary action in the respective fields. As part of decentralized management, some of the issues are discussed and decisions taken at the departmental level and the same are forwarded to the Principal for further consideration.

Chaiduar College has a sound financial discipline with regular audits of its transactions. Grants under Rashtriya Uchchatar Shiksha Abhiyan (RUSA) coupled with occasional grants from Government of Assam and the self-generated income are well-utilized for further upliftment of the college. Local audit units of the Govt. of Assam, AG office, CA regularly conduct audits of the accounts of the college. Office automation system of the college turns out handy in smooth conduct of the activities.

### **Institutional Values and Best Practices**

Founded on the auspicious day of Saraswati Puja (Basant Panchami), the college has been guided by the principles of equal opportunity for all stratas of society, including women, differently-abled and backward and minority sections. The IQAC has chalked up a gender sensitization action plan and the college has taken up initiatives and organized programmes related the issues of women and gender equality. Anti-Ragging, Anti-Harassment and Disciplinary Committee, Internal Complaint and Grievance Redressal Cell, and Women's Cell are operational in realizing the values of women safety and gender-equity that the college is very much concerned with. As the College sees the rich socio-cultural mosaic among the students hailing from different caste, creed and religion, it tries to celebrate and maintain greater cohesion, tolerance and harmony among the communities. The college tries its best to sensitize the students and staff about the constitutional duties and

obligations by organizing events, awareness programmes etc. by sensitizing the students about Swachhaata and pollution free environment in the society. Celebration and commemoration of International Yoga Day, World Environment Day, World Unity Day, International Women's Day, Anti-Tobacco Day, NSS Day, International Mother Language Day, National Science Day, Human Rights Day, Independence Day, Republic Day, birthdays of Netaji Subhas Chandra Bose, Mahatma Gandhi, Teachers' Day etc. help in instilling moral and ethical socio-cultural and personal values in the hearts of the students and staff. The college makes every possible effort to maintain a plastic free, clean and green campus. The environmental commitment of the college is not limited to the college campus, but is also carried forward beyond the campus through the environmental awareness and extension activities conducted in the neighboring community. Every year lots of saplings are planted and well maintained by the students of the college. Looking at the large-scale consumption of energy, the college enunciates the practice of using solar energy as far as possible. Water conservation and storage measures are diligently maintained. The college has a robust waste management and disposal system. There are two well-kept water bodies inside the campus that harvest rain water in addition to generating income through fish breeding

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	CHAIDUAR COLLEGE
Address	Chaiduar College Post Office Gohpur District Biswanath
City	Gohpur
State	Assam
Pin	784168
Website	<a href="http://www.chaiduarcollege.ac.in">www.chaiduarcollege.ac.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Kishor Singh Rajput	03715-243158	7896921031	03715-243158	chaiduarcollege@gmail.com
IQAC / CIQA coordinator	Arindam Sarma	03715-243159	8761025306	03715-243159	dr.arindam.sarma@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	

State	University name	Document
Assam	Gauhati University	<a href="#">View Document</a>

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	06-08-2004	<a href="#">View Document</a>
12B of UGC	06-08-2004	<a href="#">View Document</a>

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	Chaiduar College Post Office Gohpur District Biswanath	Urban	24.34	11516.43

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Co course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BA,English, Honours	36	Class XII passed	English	30	28
UG	BA,English, Regular	36	Class XII passed	English	50	50
UG	BA,Assamese,Regular	36	Class XII passed	Assamese	75	70
UG	BA,Assamese,Honours	36	Class XII passed	Assamese	60	60
UG	BA,Bodo,Regular	36	Class XII passed	Bodo	15	15
UG	BA,Bodo,Honours	36	Class XII passed	Bodo	30	30
UG	BA,Political Science,Honours	36	Class XII passed	English,Assamese	60	60
UG	BA,Political Science,Regular	36	Class XII passed	English,Assamese	80	80
UG	BA,History, Honours	36	Class XII passed	English,Assamese	30	30
UG	BA,History, Regular	36	Class XII passed	English,Assamese	30	30
UG	BA,Education,Regular	36	Class XII passed		75	70
UG	BA,Education,Honours	36	Class XII passed	English,Assamese	60	60
UG	BA,Economics,Honours	36	Class XII passed	English,Assamese	30	28
UG	BA,Economics,Regular	36	Class XII passed	English,Assamese	20	20
UG	BSc,Physics, Honours	36	Class XII passed	English,Assamese	30	12

UG	BSc,Physics, Regular	36	Class XII passed	English,Assa mese	5	2
UG	BSc,Chemist ry,Regular	36	Class XII passed	English,Assa mese	6	2
UG	BSc,Chemist ry,Honours	36	Class XII passed	English,Assa mese	25	12
UG	BSc,Botany, Regular	36	Class XII passed	English,Assa mese	10	3
UG	BSc,Botany, Honours	36	Class XII passed	English,Assa mese	30	12
UG	BA,Mathema tics,Regular	36	Class XII passed	English	5	5
UG	BSc,Mathem atics,Regular	36	Class XII passed	English	9	4
UG	BSc,Mathem atics,Honour s	36	Class XII passed	English	30	10
UG	BSc,Zoology ,Honours	36	Class XII passed	English,Assa mese	20	15
UG	BSc,Zoology ,Regular	36	Class XII passed	English,Assa mese	10	8
UG	BCom,Com merce,Accou ntancy Honours	36	Class XII passed	English,Assa mese	40	30
UG	BCom,Com merce,Manag ement Regular	36	Class XII passed	English,Assa mese	10	5
UG	BCom,Com merce,Accou ntancy Regular	36	Class XII passed	English,Assa mese	10	10
UG	BCom,Com merce,Manag ement Honours	36	Class XII passed	English,Assa mese	40	25
UG	BVoc,Mass Media,	36	Class XII passed	English,Assa mese	50	22

UG	BA,Nepali,Regular	36	Class XII passed	Nepali	10	5
UG	BA,Hindi,Regular	36	Class XII passed	Hindi	5	0
UG	BA,Statistics,Regular	36	Class XII passed	English,Assamese	10	5
UG	BVoc,Medical Laboratory Technician,	36	Class XII passed	English,Assamese	50	53

### 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				25				22			
Recruited	0	0	0	0	21	4	0	25	12	7	0	19
Yet to Recruit	0				0				3			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				7			
Recruited	0	0	0	0	0	0	0	0	6	1	0	7
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				24
Recruited	21	0	0	21
Yet to Recruit				3
Sanctioned by the Management/Society or Other Authorized Bodies				2
Recruited	2	0	0	2
Yet to Recruit				0

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

### **Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	11	3	0	4	3	0	21
M.Phil.	0	0	0	3	1	0	0	0	0	4
PG	0	0	0	7	0	0	8	4	0	19
UG	0	0	0	0	0	0	0	0	0	0

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/ LLD/DM/M CH	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	6	1	0	7
UG	0	0	0	0	0	0	0	0	0	0

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	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

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

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

<b>Programme</b>		<b>From the State Where College is Located</b>	<b>From Other States of India</b>	<b>NRI Students</b>	<b>Foreign Students</b>	<b>Total</b>
UG	Male	1195	0	0	0	1195
	Female	1097	0	0	0	1097
	Others	0	0	0	0	0

<b>Provide the Following Details of Students admitted to the College During the last four Academic Years</b>					
<b>Category</b>		<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
SC	Male	55	13	20	45
	Female	33	20	41	46
	Others	0	0	0	0
ST	Male	129	147	122	209
	Female	104	105	103	163
	Others	0	0	0	0
OBC	Male	161	158	150	0
	Female	164	134	125	163
	Others	0	0	0	150
General	Male	96	100	112	95
	Female	97	91	65	78
	Others	0	0	0	0
Others	Male	6	2	0	0
	Female	9	3	0	3
	Others	0	0	0	0
<b>Total</b>		<b>854</b>	<b>773</b>	<b>738</b>	<b>952</b>

### **Institutional preparedness for NEP**

<p>1. Multidisciplinary/interdisciplinary:</p>	<p>Chaiduar College has implemented the New Education policy, 2020 as per regulations and guidelines of Gauhati University. The NEP 2020 envisages broad-based, multidisciplinary, holistic Under Graduate education with flexible curricula, creative combinations of subjects, integration of vocational education and multiple entries and exit points with appropriate certification. UG education will be of 4 years duration with multiple exit options i.e., Certificate after completion of 1-year, Advanced Diploma after completion of 2 years, Bachelor's Degree after successful completion of 3 years and Bachelor's with Research after completing 4 years. The college follows the guidelines and syllabi of the</p>
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	<p>parent university. The institution has adopted pedagogical strategies to develop intellectual, scientific, emotional, social and cultural aspects of students. The college will mainly be focusing on the multi-disciplinary and interdisciplinary approaches with vocational, job-oriented and skill-based courses. The flexibility of such courses offered at an affordable fee structure and multidisciplinary nature of the courses will help the students in pursuing their academic goals in a more effective manner. It is hoped that the courses introduced and the new structure under NEP-2020 will bring tremendous changes in the teaching-learning process and improve the understanding the learner of other discipline and enrich their learning. To give students deeper understandings lectures, conferences, seminars, special talks will be organized in various levels with focus on experiential learning.</p>
2. Academic bank of credits (ABC):	<p>Academic Bank of Credits (ABC) is a very innovative facility under NEP 2020 that enables credit accumulation, transfer and redemption. Due to limited autonomy as an affiliated college under Gauhati University, Chaiduar College in its own capacity cannot make all the decisions regarding the ABC scheme. Since the ABC is initiated by the affiliating university, students register themselves and put in their data in the bank using the login Id and password provided by the university. This enables them the flexibility of exits as per their choice as much as to carry over their credits/ choices in further studies. The college appraises students to fulfil this necessity and supervises their access to ABC. The college has already organized training sessions for the students to teach them the process and modalities of registering in ABC. The college administration has encouraged the students to register in ABC. The college has sufficient resources and expertise to assist the students in this regard.</p>
3. Skill development:	<p>Chaiduar College offers a number of programs for skill development of the students. The undergraduate syllabi prepared by the parent university also includes courses that aim at skill development. The college on its own initiatives offers skill-based courses such as PGDCA, DCA etc. The college has offered a number of add-on and vocational courses in the past and has plans to offer such programs in the future, too. The college is successfully running two BVoc courses in</p>

	<p>Mass Media and Medical Laboratory Technician. In the past two years, the college has offered the following skill courses: Certificate in Junior Software Developer, Certificate in Four Wheeler Technician, Office Assistant, Associate Data Entry Operator. Chaiduar College has a well-equipped Language Lab under the Department of English where students can train themselves for acquiring English language proficiency. It has also a Computer center where the students can enroll for certificate and diploma courses such as Post Graduate Diploma in Computer Application and Basic Computer Literacy. The college organizes event and workshops from time to time which help in the development of different kinds of skills of the students.</p>
<p>4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):</p>	<p>Nearly sixty percent of classroom delivery and transaction takes place in the local vernaculars, Assamese and Bodo, coupled with English. Most of the subjects in the Humanities have large sections pertaining to Indian History and Culture such as History, Education, Economics, Assamese, Bodo, English and Political Science which are based on the India Knowledge System. The college also organizes several cultural programmes based on Indian music, dance, art and recitation. The college is proud to have a cosmopolitan demographic of students hailing from diverse ethnic, linguistic, cultural backgrounds. This cultural and linguistic diversity is reflected in the annual cultural programmes and cultural rally which showcase the rich cultural mosaic of the region. The celebration of the Birth Centenary of the great Vishnavite saint Srimanta Sankaradeva, the Birth Anniversary of the great Assamese cultural icon Sudhakontho Dr. Bhupen Hazarika, observation of International Mother-Tongue Day, Independence day, Republic Day, International Day of Yoga and other such anniversaries are meant to equip students with the nation's rich cultural heritage and ethos.</p>
<p>5. Focus on Outcome based education (OBE):</p>	<p>All Undergraduate Courses offered by the College including the self-financing University approved courses are under the ambit of Outcome Based Education (OBE). All the departments take the initiative to prepare the Programme Outcome, Programme Specific Outcome, and Course Outcome and submit it to the college authority for necessary approval prior to uploading the content in the College Website. The outcomes are delineated clearly, and</p>

	the teaching plans outlined accordingly. This enhances the quality of education being imparted to them and frequent student faculty meetings help align pedagogy to the desired outcomes. The teachers are mandated to teach the courses assigned in such a way that the method and content of the class is in consonance with the Outcome specified.
6. Distance education/online education:	Chaiduar College has a study centre of Krishna Kanta Handiqui State Open University (KKHSOU) which provide Post Graduate, undergraduate and some diploma Courses of various disciplines in a distance mode. Learners who unable to continue their regular education may avail the facilities of distance education to complete their dream. The college also has a study centre of IDOL (GU) facilitating distance education in a large variety of subjects. During the COVID lockdown, the college followed a regular teaching schedule of online teaching, and continues with this practice even now whenever needed. Given the above-mentioned facilities, the college is certainly prepared for NEP 2020.

### Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Yes, Electoral Literary Club has been set up in the College.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	Yes, students' co-ordinator and co-ordinating faculty members are appointed by the College. ELC is functional. Yes, the ELC is representative in character. The Electoral Literacy Club of Chaiduar College for the session 2022-23 has been constituted as follows: Dr. Kishor Singh Rajput (Principal) as the Chairperson, Mr. Herambor Payeng (Associate Professor, Department of Political Science) as the Convener, Mrs. Kalpana Borah (Associate Professor, Department of Political Science) as the Joint Convener and other faculty members of the Department of Political Science were inducted as members of the ELC. Dr. Indrajit Kalita, Assistant Professor in the Department of English, Dr. Indra Bahadur Newar, Assistant Professor in the Department of History were also included as faculty members of the ELC. The Vice President of Chaiduar College Student Union (CCSU), the General

	<p>secretary of CCSU, the Assistant General Secretary of CCSU and the Social Service Secretary of CCSU have been inducted as student members. A number of honours students from the department of Political Science in particular and students across disciplines became members of the Club. The ELC's primary objective is to involve and incorporate more and more new generations of citizens and motivate them, especially the students, to take active interest in the political process of the country.</p>
<p>3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.</p>	<p>1. National Constitution Day is celebrated every year 2. The students of the college take part in the programs of National Voter Day organized by the District Sub-divisional Administration. 3. An Awareness program on the use of Voting Machine was organized in the college</p>
<p>4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.</p>	<p>The College has undertaken some socially relevant initiatives: 1. A Field Trip and Survey on Voting Behaviour was conducted in Sonapur village (near Gohpur) by the Department of Political Science in collaboration with the ELC on 16/03/2023 2. Lectures and seminars are organized on every National Constitution Day. 3. Voters' Awareness Program in collaboration with District Sub-divisional Administration, Gohpur. 4. Awareness campaign for New Voters' Registration.</p>
<p>5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.</p>	<p>Awareness campaigns for New Voters' Registration were conducted. Students above 18 years are motivated to register as voters in the electoral roll.</p>

## Extended Profile

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### 1 Students

#### 1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
2274	2379	2075	1984	2383

File Description	Document
Upload Supporting Document	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

### 2 Teachers

#### 2.1

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

Response: 53

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

#### 2.2

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

2022-23	2021-22	2020-21	2019-20	2018-19
53	52	46	46	45

### 3 Institution

#### 3.1

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

2022-23	2021-22	2020-21	2019-20	2018-19
142.90835	60.59717	109.13838	118.01109	85.87702

File Description	Document
Upload Supporting Document	<a href="#">View Document</a>

## 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:**

Chaiduar College, Gohpur, has implemented the CBCS (2019) and the Non – CBCS (2011) semester system, and the Four-Year Undergraduate Degree Programme (FYUGP) as per NEP-2020 framework from the academic session 2023-24 at UG level, with regulations framed by Gauhati University, Guwahati, Assam. Chaiduar College is an affiliated college of Gauhati University, and as such it follows the syllabus prescribed by Gauhati University. Curriculum delivery is imparted on the basis of this syllabus. All necessary measure for a timely and well-executed curriculum is ensured while at the same time keeping in minds the Programme Outcomes and Course Outcomes. The main components of this curriculum delivery process comprise of academic planning, implementation, providing necessary support, assessment and evaluation.

- The Academic Calendar Committee prepares the Academic Calendar yearly at the commencement of academic session, based on the Academic Calendar of Gauhati University. This calendar contains important dates of academic process, co-curricular and other activities.
- General Routine of the college is prepared by Routine Committee and the same is disseminated to departments. This routine is also posted on the notice board of the college. Head of the departments are entrusted to distribute the syllabus and assign the workload to the teachers as per classes and papers/courses for teaching.
- Regular class records are maintained by the Faculty Members in their individual diaries, which are verified by the Heads of Departments, the IQAC and the Principal respectively.
- Student attendance is registered on a daily basis
- Meeting with teaching staff and Academic Committee are convened to discuss academic matters as and when required.
- Each teacher is provided with Teacher's Diary where they enclose timetable, actual teaching units taught, academic and administrative responsibilities. The diary is monitored by the concerned HOD and Principal on weekly basis.
- Both internal and end-semester examinations are carried out for evaluation of the students
- The details of Internal Examination are communicated to the students at the beginning of the session through the academic calendar.
- The Academic Committee and the Examination Committee are tasked with the planning and holding of mid-term and end-term examinations according to the dates given in the Academic Calendar or as declared by the affiliating university.
- Teachers make use of conventional chalk and duster method as well as technology like computer and internet facility, E-resources etc in the teaching-learning process.
- Laboratories have adequate equipments and infrastructure. Classrooms are adequate and there are facilities for LCD projectors, virtual classrooms, seminar hall etc.

- Online learning management platforms like Google class, Google Meet, Zoom etc. are used by teachers and students for carrying out the teaching-learning process without any hindrances. All departments have WhatsApp groups where study material and important information and notifications are shared with the students.
- The central library is well-equipped with text books and reference books and online databases such as INFLIBNET, Shodhganga etc.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 1.2 Academic Flexibility

### 1.2.1

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

**Response:** 09

File Description	Document
List of students and the attendance sheet for the above mentioned programs	<a href="#">View Document</a>
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Evidence of course completion, like course completion certificate etc. Apart from the above:	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 1.2.2

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

**Response:** 2.88

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online

courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
209	59	05	47	00

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 1.3 Curriculum Enrichment

### 1.3.1

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

#### Response:

Chaiduar College follows the syllabus designed by the parent University (GU) which include various cross-cutting issues relevant to Gender, Environment and Sustainability, Human Value and Professional Ethics. Apart from this, the college tries its best to inculcate the spirit of human values, professional ethics and preserving socio-cultural identities and national integration and nation-building through other academic and non-academic activities among the students.

#### Professional Ethics:

- Vocational courses: B.Voc (Mass Media and MLT),
- Skill Based program: Software Development and Certificate in Four-Wheeler Service technician (Under Skill Hub)
- Certificate and Diploma Courses: CCA, Spoken English, BCA, PGDCA.
- SEC papers and AECC papers under CBCS such as English Communication, Creative Writing, Translation: Principles and Practice, Technical Writing and Business Communication under Skill Enhancement Course are meant to develop professional ethics.
- Exposure to Bio Tech Hub, Science Laboratories and Computer lab.

#### Human Values:

- Students' participation in fresher's Social, Annual Sports, intra and inter departmental activities, inter-college, Youth Festival, state/National/International level literary, cultural, and sports competitions, NSS and NCC participation etc.
- The syllabi of all papers in all departments (Honours and Regular) contain issues related to Human values.

- Major courses in History, Political Science and Economics embed topics of local, regional and global relevance, and these topics crosscut issues of ethics, gender, human values, human rights, nation-state and identity, governance and citizenship, sustainable development and morality, environmental economics and natural resource economics, climate change politics etc.
- BA Major course in English, Assamese and Bodo incorporates issues of human values, morality, identity, gender-issues etc.
- Celebration of Republic Day, Independence Day, Voters Day, Anti-Tobacco Day, International Mother Tongue Day, Unity Day, Saraswati Puja, Martyrs day, Human Rights Day, NCC and NSS Day etc. nurture values like national integration, patriotism, equality, peace and brotherhood.
- Activities like blood donation camps, AIDS awareness programme, corona virus awareness programme, etc. and other Extension and Outreach Activities help the students in developing the spirit of social responsibility, empathy and professional ethics.

#### Gender:

- The paper Women's Writing of BA in English deals with gender issues.
- A few papers of BA in History, Education, Assamese deal with gender issues.
- International Women's Day is observed every year and the Women Cell of the college holds programs of relevance that address gender issues.
- Institutional Initiatives: Anti-ragging and Sexual Harassment Committee, Women Cell are in place
- Organizing events such as basic technique of self-defence for girls and mental health and hygiene among girl students.

#### Environment and Sustainability:

- There is a compulsory paper 'Environmental Studies' which deals with the issues pertaining to environment and sustainability.
- BA Economics paper titled 'Environmental Economics' deals with economic implications of environmental policy as well as valuation of environmental quality, quantification of environmental damages.
- Green Audit and Energy Audit are done
- Anti Tobacco Day, World Environment Day etc. are observed. The Campus is a declared Plastic Free Zone
- Swachhata Abhiyaan, plantation programmes are carried out from time to time.
- Seminars, workshops, invited talks and outreach programs are organized by to heighten awareness and sensitivity.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

#### 1.3.2

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

**Response:** 39.67

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

Response: 902

<b>File Description</b>	<b>Document</b>
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

## 1.4 Feedback System

**1.4.1**

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

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

<b>File Description</b>	<b>Document</b>
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	<a href="#">View Document</a>
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1

##### Enrolment percentage

**Response:** 79.49

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

2022-23	2021-22	2020-21	2019-20	2018-19
861	952	749	773	854

##### 2.1.1.2 Number of sanctioned seats year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
1090	1090	1060	1030	1000

#### File Description

#### Document

Institutional data in the prescribed format

[View Document](#)

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

[View Document](#)

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

[View Document](#)

#### 2.1.2

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

**Response:** 97.89

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

2022-23	2021-22	2020-21	2019-20	2018-19
368	413	331	334	362

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

2022-23	2021-22	2020-21	2019-20	2018-19
377	419	336	340	375

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

## 2.2 Student Teacher Ratio

### 2.2.1

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

**Response:** 42.91

## 2.3 Teaching- Learning Process

### 2.3.1

**Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences and teachers use ICT- enabled tools including online resources for effective teaching and learning process**

**Response:**

Active participation of the students in the learning process makes for deeper understanding of the subjects. Therefore, the college encourages experiential learning, participative learning and problem-solving methodologies for enhancing learning experiences of the students.

**Experiential learning:** Various means of experiential learning helps in engaging the students in direct experience and focussed reflection on their part to enhance knowledge, develop skills, clarify values, reflective observation and active experimentation.

- Project work is mandatory in environmental studies.
- Several departments have projects in the curriculum.
- Field trips are arranged for students by a few departments such as Economics, History, Botany, Bodo, Zoology, Commerce and Education
- Educational tours to other institutions, industries and other places are regularly conducted by different departments to provide exposure to the students to real life experiences.
- Science departments, department of Mass Media and Department of Medical Laboratory Technician organize hands-on/practical classes and training on various topics

#### **Participative Learning:**

- Academic programs like seminars, workshops and invited talks are regularly organized on different themes and the students get an opportunity to interact with the experts
- All the departments have Wall Magazines produced by the students where they showcase their artistic and literary talents
- Students seminars, quiz and debates organized by some departments help in developing their research and communication skills and boost their confidence levels
- Classes and lectures by eminent academicians/scientists
- Participation in various activities in Students' Clubs nurture the hobbies, interests and creativity among the students thereby providing alternative outlets for gaining knowledge and expertise in extra-curricular domains
- Students take active part in various activities under the banners of **NSS** and **NCC** and various **students clubs**

#### **Problem Solving Methodologies:**

- Most of the students are assigned project work as part of their curriculum under a teacher supervisor. This academic activity makes them capable to gain a skill of problem solving.
- Students in the science departments and MLT do laboratory work

#### **Use of ICT in the teaching-learning process:**

- The faculty members of the college use various technology-based teaching and learning tools to enhance the learning process of the students
- The college offers computer-based certificate and diploma programs such as CCA and PGDCA
- The college has an official **Telegram group** with more than 2300 members. This Telegram group is used as a platform for disseminating relevant notices, information relating to the teaching-learning and examination processes.
- The college has a dynamic **YouTube channel** where video lectures, webinars, talks and study modules are uploaded

(<https://www.youtube.com/channel/UCyLJbcJKhUGbQgcPdMKeUYA>)

- All the departments have **WhatsApp group** with their students and these are used on a daily basis to share important notifications and study materials and to discuss academic matters related to courses under study
- Digital platforms such as **Google Classrooms, Zoom, Google Meet** are used by the teachers to hold online classes
- Free study materials are available in **ePathshala** under NME-ICT. MoE, GOI
- Both teachers and students can access e-books and e-journals through **N-list (INFLIBNET)**
- Students are encouraged to enroll in various courses under **SWAYAM**. A workshop on SWAYAM was also organized by the college

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

### 2.4.1

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

**Response:** 91.32

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

2022-23	2021-22	2020-21	2019-20	2018-19
53	53	53	53	53

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	<a href="#">View Document</a>

### 2.4.2

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

**Response:** 51.24

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

2022-23	2021-22	2020-21	2019-20	2018-19
26	26	24	24	24

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

## 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:**

Various measures and mechanisms are put in place to ensure transparency and robustness in the assessment and evaluation process and especially in internal assessment.

**For Transparency:**

- The Academic Calendar published at the beginning of the session contains tentative date of internal (sessional) examinations.
- The Examination Committee formulate the guidelines and routine, prepare the schedule and plan and hold the internal examination in consultation with the Principal of the college.
- The examination schedule is communicated to all the departments and the students through the central notice board, college website and other social networking sites of the college.
- Teachers of concerned subjects prepare question papers on their respective courses as per guidelines of the parent university, and submit the same to the concerned heads of the departments.
- Students are apprised by the concerned teachers regarding the pattern of questions and the appropriate portions of courses on which the question papers would be set
- Assignments and student seminars are held on the specific topics specified by the teacher. Students' seminars are held on relevant topics and they are awarded marks based on their

performance in the assignment and the seminars.

- Attendance records of students are strictly checked and maintained
- Students are given the opportunity to discuss any concern or grievances with regard to the assessment outcome of the internal exams which ensure transparency and accountability in the evaluation process.
- The internal marks are submitted to the online portal of affiliating university through online mode.

#### **For robustness in frequency and variety:**

- Internal examinations are compulsory for all students.
- Evaluations of the students are also done during the field visit, industrial visit, institutional visit, survey works, and extension activities.
- Practical examinations and Viva voce for practical subjects and seminar presentations for project work, field work etc. in presence of internal and external examiners are conducted as per the University examination regulation.
- Departments organize students' seminars related to the topic covered in the syllabus.

**Examination Related Grievances:** The following mechanisms are followed to resolve examination-related grievances in a timely and efficient manner:

- For grievance regarding marks of a paper/ course, the college collects complaint from student and forwards it to University. As per norms of Gauhati University, if the students are not satisfied with their obtained marks in the end semester theory examination results, they may apply for re-scrutiny, photocopy and re-evaluation of their answer script(s) by depositing prescribed fees.
- Students can bring their grievances regarding their performance appraisal and marks obtained to the respective heads of the departments for clarifications and discussions.
- Grievances and queries of the students related to results, correction of internal examination marks, practical marks, laboratory activities, project - related works, etc., and other academic matters are resolved by the committee entrusted for the job. Matters requiring further attention are forwarded to the Controller of Examination of the affiliating university.
- In case of any major grievances, the students can apply to the Grievance Redressal Committee. The committee may contact the respective head of the department to resolve the issue.

<b>File Description</b>	<b>Document</b>
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## **2.6 Student Performance and Learning Outcomes**

### **2.6.1**

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

**Response:**

The college has stated Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) for all academic programmes. All Programme Outcomes (POs) are aligned to the learning objectives of the students, and these POs possess following attributes:

- Outcome of Knowledge
- Outcome of Skill
- Outcome of Attitude
- Outcome of Values
- Outcome of Ethics, and Generic competencies

The clearly outlined POs and PSOs ensure complete and comprehensive learning about the program and courses.

Course Outcomes (Cos) are designed by identifying which courses, portions of courses, or series of courses fulfil each PO. They are based on the principles of Blooms taxonomy. The cognitive domain, affective domain and psychomotor skills were considered for preparing COs. In addition, COs identify the minimum achievement required for success in the course.

**Design and Preparation of the POs and Cos:**

- IQAC designed the POs of each programme, which are in line with Vision and Mission of the Institution.
- Each department prepared the draft version of COs and were finally approved by the IQAC.

**Mechanism of Communication:**

POs and COs are displayed for all stakeholders at following locations:

- Institute's website College
- Through orientation class

At the commencement of academic year, the college conducts orientation programmes for newly admitted students. In these sessions, the Principal make students aware with the POs along with their goals and objectives, code of conduct, classroom attendance, examination and evaluation system and the amenities available in the college.

The prospectus of the college also has an outline of the various courses and course structures that are offered by the college.

All the faculty members discuss the CO with students at the beginning of each semester. Students thus get a better understanding of the scope and possibilities of the programme, and approach it with a clear objective for higher studies and research. Hence, the students can decide their choices of optional papers in successive semesters based on the learning outcomes that they are informed of.

Hard copies of the syllabi, programme outcomes, programme specific outcomes and course outcomes are available in the departments for ready reference of the teachers and the students and soft copies of the

same are available in the college website.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 2.6.2

*Attainment of POs and COs are evaluated.*

**Explain with evidence in a maximum of 500 words**

**Response:**

The college has different types of methods and mechanisms of assessment for the attainment of programme outcomes and course outcomes. The results of the assessment and evaluation of the outcomes are discussed both at the departmental and management levels.

- Attendance carries 10% weightage in the end semester assessment. Students are required to maintain a minimum of 75% attendance in each paper of their courses. Records of their attendance are meticulously kept by the departments.
- The internal assessment and semester end assessment are designed on the basis of programme outcomes, programme specific outcomes and course outcomes defined for each course.
- Practical skill assessments based on the laboratory works are also done.
- The results of the university examinations at the end of each semester are discussed and systematically analyzed by the departments concerned and the Academic Committee. These discussions focus on the status of achievement of the learning outcomes.
- The performance of students in the university end semester examinations gives an overview of the level of attainment of programme outcomes and course outcomes.
- Students' performance in the regularly conducted class tests, seminars, group discussion, debate, etc is also used as a measure to assess the attainment of their learning levels.
- Details of students' progression to higher studies in the institutions of national repute and students' placement details are collected and kept in records of each department.
- Regular feedback from the students is collected in order to gain a better understanding of the students' overall experiences and accomplishments while attending the institution.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 2.6.3

**Pass percentage of Students during last five years (excluding backlog students)****Response:** 89.57**2.6.3.1 Number of final year students who passed the university examination year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
551	565	620	481	461

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

2022-23	2021-22	2020-21	2019-20	2018-19
615	575	704	550	546

<b>File Description</b>	<b>Document</b>
Institutional data in the prescribed format	<a href="#">View Document</a>
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	<a href="#">View Document</a>
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	<a href="#">View Document</a>

**2.7 Student Satisfaction Survey****2.7.1****Online student satisfaction survey regarding teaching learning process****Response:** 3.74

<b>File Description</b>	<b>Document</b>
Upload database of all students on roll as per data template	<a href="#">View Document</a>

## 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:** 57.52

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

2022-23	2021-22	2020-21	2019-20	2018-19
57.52175	0	0	0	0

#### File Description

#### Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

### 3.2 Innovation Ecosystem

#### 3.2.1

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

**Response:**

**Innovation, and Creation and Transfer of Knowledge:**

The college has been striving continuously to create an ecosystem for innovation, propagation and popularization of Indian Knowledge Systems, and also taking initiatives for the creation and transfer of knowledge in various phases. for the benefit of the society. These include:

- Chaiduar College has an **Entrepreneurship, Skill Development and Innovation Cell, Research and Development Cell**, and **Institutional, Industrial and International Relations Cell** with the aim to inculcate research culture and attitude amongst students and the teachers and to increase academia-industry interface and exchanges.
- Students visit educational institutions, industries etc. Students from MLT and Mass Media go for

internship programmes in various related industries.

- College has an Advanced Level Bio-tech Hub which acts as a major hub of knowledge creation and knowledge transfer.
- 2 nos. of PhD researchers and 5 nos. of M.Sc students are working for their degrees in the Advanced Level Bio-tech Hub.
- B.Sc students from different department (Chemistry, Botany, Medical Laboratory Technician, Zoology) doing their practicals in this lab.
- Community-based Bee cultivation initiative by Advanced Level Bio-tech Hub
- Production of organic pesticides by Advanced Level Bio-tech Hub
- College organises National and International level seminars/workshops/conferences/ webinars etc. on a regular basis where renowned scholars, academicians and experts in different fields share their expertise and knowledge, and introduce the students and teachers to emerging technologies and new concepts in their fields of expertise.
- Teachers from the college have given talks and lectures in seminars, invited talks and awareness programmes in various schools of the region
- The departments organize students' seminars on a regular basis. As part of the curriculum, students often undertake project assignments
- Faculties are encouraged to enhance their knowledge through research fellowships and training programmes and to attend and present their papers in national and international seminars, workshops and conference etc.
- Awareness Programs, Extension and Outreach Activities have been conducted by the college involving the community and school children

#### **Indian Knowledge Systems:**

- Yoga Training Programme, Self-Defence Programme for girls have been organized
- Academic programs in Indian languages such as Assamese, Bodo, Nepali
- International Mother Language Day, Literature webinars/seminars etc. in various Indian languages such as Assamese and Bodo,
- A six-month long Mising Language Certificate program was organized

#### **Collaboration and Linkages:**

- Chaiduar College has a number of functional MoUs with educational institutes and industries, and student and faculty exchanges have been conducted under these MoUs

#### **Skill Based Courses:**

- The college has successfully run a lot of skill-based programs. Recently in 2021, it has introduced skill-enhancing courses like **Junior Software Developer, Four-Wheeler Service Technician, Associate Data Entry Operator** and **Office Assistant** (Under Skill Hub Institute: a joint venture of National Skill Development Corporation, Govt. of India).

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

**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:** 33

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

2022-23	2021-22	2020-21	2019-20	2018-19
03	09	11	5	5

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

**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:** 0.62

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

2022-23	2021-22	2020-21	2019-20	2018-19
9	9	7	7	1

<b>File Description</b>	<b>Document</b>
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	<a href="#">View Document</a>
Link to re-directing to journal source-cite website in case of digital journals	<a href="#">View Document</a>
Links to the papers published in journals listed in UGC CARE list or	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

**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**

2022-23	2021-22	2020-21	2019-20	2018-19
19	11	12	7	5

<b>File Description</b>	<b>Document</b>
List of chapter/book along with the links redirecting to the source website	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

**3.4 Extension Activities****3.4.1****Outcomes of Extension activities in the neighborhood community in terms of impact and**

**sensitizing the students to social issues for their holistic development during the last five years.****Response:**

Chaiduar College is committed toward the social and economic development and well-being of the community, and this sense of social responsibility is reflected in the extension activities and outreach programmes carried out by the college in the neighbourhood community over the years in collaboration with the NCC, NSS units as well as the Extension and Outreach Activity Cell.

Some of such activities are as follows:

- Awareness Program on Health and Hygiene was conducted in the adopted village of Jaipur
- Teachers of the college visited nearby schools, conducted classes, and sensitized them on the issues of health and hygiene and mental wellbeing.
- An awareness program on Health and Hygiene in the adopted village of Jaipur
- Relief Measures to poor jobless people in and around the town of Gohpur during the 1st Lockdown of the Covid-19 pandemic
- IQAC assisted in organizing three (3) awareness programs among college and school children from the locality on the removal of superstition with a grant received from The Assam Science Technology & Environment Council (ASTEC).
- ‘Outreach programme in Rural High Schools’, projects sponsored by ASTEC, Govt. of Assam was conducted with a view to popularize science, environment and climate change among the students.
- The college functioned as Quarantine Centre and Covid Care Centre during the months of June, July, August, 2020, and the teaching and non-teaching staff of the college actively took part and assisted the local administration in their relief measures and rehabilitation programs.
- Health check-up camp and voluntary blood donation camp was organized by the NSS and the Department of Medical Laboratory Technician
- Wildlife Awareness programme by the, Dept. Of Zoology with Kochgaon villagers, 12/09/2021
- The students of the Department of Zoology under the leadership of Dr. M.M. Borah took part in the rescue and release of Snake (python) and storks in Rongoti village and Kochgaon village.
- Awareness program on Child Marriage was conducted by the Department of Political Science in Madhabpur Village on 16/03/2023
- A 12 Day long self-defence training program for girls was also conducted
- Students and NCC and NSS regularly participate in the Cleanliness drive/Swacchata Abhiyaan, Awareness Program on Anti-Tobacco Day, Tree Plantation on World Environment Day, Anti-Plastic Rally, Wildlife Awareness programmes—both inside and outside the campus involving the local community.

The active involvement of the staff and students in the extension activities of the college has brought about tremendous positive impacts:

- There has been a greater awareness among the students regarding health, hygiene and cleanliness
- More and more students are taking part in the plantation drives and cleanliness programmes conducted by the college, NCC and NSS units.
- The outreach programmes on wildlife conservation and environmental issues have helped in sensitizing the rural communities about these urgent issues.

The awareness programs among the local communities and school children on the menace of superstition and prejudices have been highly appreciated by the local people and there has been keen interactions of the villagers with the resource persons during these events.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 3.4.2

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

##### **Response:**

The College was given the **District Green Champion Award** by Mahatma Gandhi National Council for Rural Education (under Department of Higher Education of the Ministry of Education, Govt. of India) in recognition for its implementation and best practices in the areas of sanitation, hygiene, waste and water management, energy management and green management.

Mahatma Gandhi National Council of Rural Education, in the Department of Higher Education of the Ministry of Education Government of India is a nodal agency of the ministry for this effort. MGNCRE has promoted Swachhta and Sustainability Index activities including the modalities of handling water, waste, greenery, sanitation and energy in the Higher Education Institutions and the villages adopted by them.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 3.4.3

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

**Response:** 41

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

2022-23	2021-22	2020-21	2019-20	2018-19
16	13	4	3	5

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

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

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

#### 4.1.1

The Institution has adequate infrastructure and other facilities for,

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

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

#### Response:

The college has infrastructural facilities like adequate classrooms, virtual classroom, laboratories, computing equipments, staff rooms, conference/seminar hall, and auditorium, library with adequate reading space, computer and language laboratory.

**Classroom:** At present there are 55 well-furnished classrooms in the college, out of which 08 classrooms are provided with ICT facilities.

**Projectors:** 08 LCD projectors are there for uses in various departments for ICT-enabled learning.

**Laboratories:** College has 15 well-equipped laboratories under various departments. Apart from usual facilities in the science laboratories, the Chemistry laboratory is recognized for Ph.D. programs under Gauhati University. The research lab of DBT funded institutional bio-tech hub is equipped with sophisticated research equipments.

**Computing Equipments:** There are total 80 computers, out of which 45 are for use of students. At present 18 printers, 8 scanners and 6 Xerox machines are in use.

#### ICT Facilities:

- One ICT-enabled conference hall
- One virtual classroom to provide exposure to the students with the class/lecture given by eminent personalities from national/international institutions.
- Video learning modules prepared by the teachers are posted in a dedicated slot of the college website
- The Central Library subscribes online database such as N-List and Shodhganga for both students and faculty members
- The ICT Centre has 30 computers for students.
- Every department has their own departmental computers and printers. 8 classrooms are equipped with ICT facilities.
- Wi-Fi enabled campus
- Installation of CCTV cameras in the campus to ensure safety and security
- Software with integrated applications for admission, student's database, online feedback

collection and leave management for staff.

- Biometric system for staff attendance

#### **Additional Physical facilities:**

- Ramps in all blocks, Divyangjan friendly washroom and reading corner (equipped with reading software) for Divyangjan.
- Generator of 25 KVA power to ensure uninterrupted power supply
- Solar photovoltaic panel of 30 KW SYNEL (SY-920)
- Well-furnished library with more than 28500 books, 39 periodicals/magazines, 7 newspapers subscribed, 2 digital databases, 55 CDs/DVDs.
- Primary Health Unit
- Canteen
- Guest House
- Girls Hostel and Boys Hostel
- Girls & Boys Common Rooms
- Toilet Blocks for Boys and Girls

The college has made all necessary provisions to facilitate and promote cultural and sports activities. The facilities in place are as follows:

#### **Sports, games and Gymnasium:**

- A multipurpose indoor stadium with Badminton court and facilities for table tennis and carom
- Boys' gymnasium with equipments and an instructor
- Sporting equipments for girls
- An outdoor playground for football, cricket and athletics
- The indoor stadium is also used as yoga centre
- There are outdoor facilities for volleyball, kabaddi and other sports

#### **Cultural Facilities:**

Throughout each academic year, a lot of cultural programs and activities are held in the college. Adequate facilities are there for holding activities in drama, music, dance, literature etc.

- A multipurpose auditorium (Sudhkontho Dr. Bhupen Hazarika Auditorium) for practice and performance of cultural activities such as plays, mimes, dance, music, oration etc.
- The seminar hall of the college is also used for cultural programmes as and when required.
- Musical instruments like Harmonium, Tabla, Dholki, Dhol, guitar etc with music system are made available to the students

<b>File Description</b>	<b>Document</b>
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

**4.1.2**

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

**Response:** 67.63

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

2022-23	2021-22	2020-21	2019-20	2018-19
84.90096	27.95448	86.13175	91.82131	58.50687

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	<a href="#">View Document</a>

**4.2 Library as a Learning Resource****4.2.1**

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

**Response:**

In keeping with the vision and the mission of the Institution, the library with its information services play a vital role in supporting the teaching-learning process. The Central Library is the primary hub of knowledge; it is the repository of a large number of books of diverse branches of knowledge as well as the facilitating centre for various e-resources platforms and database.

**Integrated Library Management System:**

- Chaiduar College Library has a fully functional **online OPAC system**
- **Name of ILMS software: SOUL** (Version: 3.0)
- Nature of automation (fully or partially): Partially
- Year of Automation: 2009
- DSpace (Digital Library Software)

- **The ILMS** integrates a diverse and essential library activities such as shelf management, library stock verification, library membership, membership login, issue item, return item, etc. This software also provides facility to create, view and print records of accession register, subscription list, transaction report, membership and other reports etc.
- After the books are procured, they are entered in the accession register, and barcoding of the books is done.
- D-space, Barcode Reader, Desktops and Scanner are available in the library. Barcode technology: Barcode technology is used for the issue-return process. OPAC (Online Public Access Catalogue) is used by the library users to retrieve information about the books available in the library. The library has LAN facility through which users can access the OPAC
- Library orientation and awareness are provided to the users to acquaint them with the library resources and facilities
- **E-resources:** The library is a member of **INFLIBNET** where e-books, e-journals, Shodh Sindhu, Shodhganga and their likes can be browsed through N-List. (<https://chaiduarcollege.ac.in/libraryresource.php>)
- The library subscribes to e-resources from **NLIST** which provides access to 6000+ e-journals and 1,35,000+ ebooks.
- **NDLI:** Chaiduar College is a member of NDLI
- Specialized services offered by the library include Xeroxing service, N-List, and other services through INFLIBN
- **Library Webpage:** The Library webpage (<https://chaiduarcollege.ac.in/library.php>) provides all the information of the library like the rules and regulations, general services, facilities, instructions, Best Library User Award, Incentive Card and information on library holdings. The library webpage is linked to the Digital Library webpage.
- **The Digital Library:** The Digital Library provides latest updates and display the remote access facility of some database subscribed by the library. The webpage also displays some open access site. The Digital Library webpage serves as a digital archive for faculty publications, departmental data and profiles, various college publications such as college magazines, newsletters and prospectus, questions bank etc. It also archives news items related to the colleges published in new papers.
- **Number of Journals/Periodicals Subscribed:** 39
- **Total No. of Books:** 28387
- **Number of Newspapers subscribed:** 07
- **Digital Database:** 02
- **Bound Volumes:** 10
- **CD/DVDs:** 55
- **Maps:** 03
- **Computers and peripherals:** The Library has 10 computers out of which 5 are for use by students, 2 printers, one Xerox machine and one scanner.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 4.3 IT Infrastructure

### 4.3.1

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

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

**Response:**

Chaiduar College is equipped with adequate IT facilities and these are updated on a regular basis. The college authority diligently keeps the software and hardware facilities up to date to keep pace with the latest technology and requirements.

- All electrical appliances and equipment are well maintained and are kept up-to-date.
- Surveillance cameras are installed at crucial points all around the campus for ensuring a safe and secure environment.
- The college has LAN and Wi-Fi Connectivity. All departments of the college and the administrative section as well as the library have adequate IT infrastructure and have wi-fi facility.
- Available bandwidth is 30 mbps
- Public announcement system is installed in the campus
- The college has 80 computers out of which 45 are for use by students
- Every department has computers, laptops, printers etc. and they have internet connectivity
- Some of the classrooms are equipped with IT facilities.
- LAN connection of computers and printers of administrative block and computer labs.
- Office automation exists and it has been updated to handle students' data, exam data, accounting operations, and university requirements. It has helped the administrative as well as academic section to generate the required output which is, in turn, helping the digitalization at all levels.
- The central library of the college uses 'SOUL' (Version-3.0) software. The library has online OPAC, Barcode Reader, computers (for both students and staff) one scanner, two printers and one Xerox machine.
- Both teachers and students can access e-books and e-journals through N-list (INFLIBNET). The digital library is a huge repository of e-resources.
- The College has had an active and dynamic website which has been recently updated
- Biometric attendance system for employees and CCTV surveillance system are in place.
- There is a Conference Hall with ICT facilities.
- There is a Virtual Classroom
- There are ICT enabled classrooms
- The college has an up-to-date user-friendly online admission portal embedded in the website
- Video lectures and other learning materials are uploaded in the college website and in the departmental WhatsApp groups
- The college has an official Telegram group with more than 2300 members. This Telegram group is used as a platform for disseminating relevant notices, information relating to the teaching-learning and examination processes.
- The college has a dynamic YouTube channel where video lectures, webinars, talks and study modules are uploaded (<https://www.youtube.com/channel/UCyLJbcJKhUGbQgcPdMKeUYA>)

- All the departments have WhatsApp group with their students and these are used to share important notifications and study materials and to discuss matters related to courses under study
- Digital platforms such as Google Classrooms, Zoom, Google Meet are used by the teachers
- Free study materials are available in ePathshala under NME-ICT. MoE, GOI,
- These facilities are continuously upgraded to keep the pace with the demands of new curriculum, library, office management software, and others. Over the last five years, the college has increased the number of computers, printers, UPS, scanners, LCD projectors, Xerox machines etc. It has also updated its IT facilities to make admission process totally online and the financial transactions completely cashless.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

#### 4.3.2

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

**Response:** 50.53

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

Response: 45

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	<a href="#">View Document</a>
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	<a href="#">View Document</a>

## 4.4 Maintenance of Campus Infrastructure

#### 4.4.1

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

**Response:** 8.19

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

2022-23	2021-22	2020-21	2019-20	2018-19
11.2	9.35	7.26	3.2	11.31

<b>File Description</b>	<b>Document</b>
Institutional data in the prescribed format	<a href="#">View Document</a>
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	<a href="#">View Document</a>

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1

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

**Response:** 95.7

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

2022-23	2021-22	2020-21	2019-20	2018-19
2442	2610	2386	1653	1527

#### File Description

#### Document

Year-wise list of beneficiary students in each scheme duly signed by the competent authority.

[View Document](#)

Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).

[View Document](#)

Upload policy document of the HEI for award of scholarship and freeships.

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

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

[View Document](#)

#### 5.1.2

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

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

**Response:** A. All of the above

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

### 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:** 4.1

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

2022-23	2021-22	2020-21	2019-20	2018-19
45	112	75	47	176

File Description	Document
Upload supporting document	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 5.1.4

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

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

**Response:** A. All of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	<a href="#">View Document</a>
Proof related to Mechanisms for submission of online/offline students' grievances	<a href="#">View Document</a>
Proof for Implementation of guidelines of statutory/regulatory bodies	<a href="#">View Document</a>
Details of statutory/regulatory Committees (to be notified in institutional website also)	<a href="#">View Document</a>
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 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:** 7.13

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

2022-23	2021-22	2020-21	2019-20	2018-19
61	48	31	26	25

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

2022-23	2021-22	2020-21	2019-20	2018-19
551	565	620	481	461

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

### 5.2.2

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

**Response:** 1.07

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

2022-23	2021-22	2020-21	2019-20	2018-19
20	2	3	1	1

<b>File Description</b>	<b>Document</b>
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 5.3 Student Participation and Activities

### 5.3.1

**Number of awards/medals for outstanding performance in sports/ cultural activities at University /**

**state/ national / international level (award for a team event should be counted as one) during the last five years**

**Response: 8**

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	1	0	0	7

File Description	Document
Upload supporting document	<a href="#">View Document</a>
list and links to e-copies of award letters and certificates	<a href="#">View Document</a>
Institutional data in the prescribed format	<a href="#">View Document</a>

### 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: 4**

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

2022-23	2021-22	2020-21	2019-20	2018-19
04	05	01	02	08

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>

## 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:**

Chaiduar College Alumni Association was established in 2003. It is a registered body under the REGISTRATION OF SOCIETIES ACT XXI OF 1860.

The office of the association is in the campus of the college.

The chief objectives of the association are:

1. to interact and keep in touch with the ex-students of the college.
2. to engage the former students in various academic and non-academic programs and events of the college,
3. To generate fund through alumnus contributions.
4. A total of Rs. 13,18,781.50 (13.19 Lakhs) were collected from the alumnis of the college during the Golden Jubilee celebrations in Novemver, 2018. This amount was utilized in constructing the Guest House and the new college canteen of the college (detail report from Chartered Accountant is provided as additional information below) Thus, the Alumni Association helped substantially in the infrastructure development of the college during the current assessment cycle. Moreover, a total amount of Rs. 10000 were utilized for constructing a garden around the statue of Sudhakontho Dr. Bhupen Hazarika (report from CA attached as mentioned above).
5. As a proof of its social responsibility and commitment towards the community, the Alumni Association has been facilitating visits of college teachers to nearby schools of the district where the college teachers mentor the students in their academic studies and also deliver lectures on avenues of higher studeis after school. Glimpses of these extension activities by the Alumni Association are provided as additional information below.
5. The Alumni Association conducts meetings once or twice a year

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

#### 6.1.1

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

#### Response:

**Vision and Mission of the Institution:** The Vision and Mission of the College are well articulated and they are put out and displayed in the college prospectus issued every year and in the college website so that all stakeholders and the society at large are aware of them. The vision and mission of the institution are imbibed in the various policies, practices and documents of the college.

**NEP Implementation:** National Education Policy 2020 has been implemented successfully from the current academic year

- The Four-Year Undergraduate Degree Programme has been instituted according to the National Education Policy Framework.
- In alignment with the NEP, 2020, the college is geared up for implementing a broad-based, multi-disciplinary, holistic Under Graduate education with flexible curricula, creative combinations of subjects, integration of vocational education and multiple entries and exit points with appropriate certification.

#### Organizational Structure:

- The Governing Body (G.B) is the apex administrative and decision-making authority and it formulates policies to guide the Principal for effective delivery of services. The Body includes one Government Representative as President, two representatives of the teachers, one representative of the non-teaching members, three members representing the guardians and two Vice Chancellor's nominees of the affiliating University. The Principal is the Secretary of the GB.
- The Principal is the executive head of the College. The Principal through the academic and administrative heads ensure that the policies and decisions are implemented in a proper and timely manner.
- The IQAC coordinator collaborates closely with the Principal, Vice-principal and the HoDs.
- HoDs manage daily academic activities of their respective departments

#### Institutional Policies and Practices for Efficient and effective Governance:

The academic strategies and developmental plans are made and implemented to ensure efficient academic and corporate governance.

- The has strived to put in place conducive and adequate infrastructure, amenities, facilities and

well-thought out policies for the attainment of holistic and sustained growth of the institution

- The college strictly maintains gender equity and policy of equal opportunity
- Policy documents for various purposes have been deployed and strictly adhered to by the college
- The college has implemented e-governance in all areas of operation, viz. admission, teaching-learning, examination, finance and accounts.

**Decentralization and Participatory Governance:** The college promotes and encourages the culture of participatory governance and management, and practices decentralized system of management as far as possible.

- The apex body of management, i.e. the Governing Body is comprised of representatives from the faculty, parents, library and office staff.
- The IQAC of the college also comprises of teachers, librarian and staff, student representatives and members of the society.
- Different committees and Cells are constituted of Principal, IQAC members, teachers, staff and students to implement an ecology of de-centralized and participatory governance.
- The librarian is in charge of the central library and is assisted by the assistant librarian and library staff.
- Various students Clubs are supervised by teacher in-charges.

**Institutional Perspective Plan:** The college has prepared an Institutional Perspective Plan which maps out short and long-term goals for achieving a trajectory of sustained institutional growth.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

### 6.2.1

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

#### Response:

**An Institutional Perspective Plan** is prepared with regard to the recommendations made by the Peer Team which visited during the 3rd Cycle of NAAC assessment and accreditation in 2017.

#### Administrative set up:

The Administrative set up consists of the Governing Body, Principal, followed by Vice-Principal, HOD's, Faculty in charges, Supervisory Assistants, Clerks and so on.

- The Governing Body is the apex body at the management level of the college. The GB is headed by the President, and is followed by the Secretary/Principal and other teaching/non-teaching members and representatives of guardians and university nominees.
- At the college level, the Principal is the apex of the internal administration and is assisted by Vice-Principal, HOD's, staff and IOAC. The Principal is entrusted with the responsibility of managing the daily affairs of the college. And with He implementing all the plans and activities as per the directives of the GB in a timely and proper manner.
- The IQAC works closely with the Principal and other organs of the institution
- The Academic Committee is responsible for ensuring ideal academic environment and progress
- Departments are guided by Head of Departments
- The Library is headed by the Librarian, and he is assisted by the Assistant Librarian, Library Assistant and bookman.
- The college has necessary statutory and non-statutory committees and cells to look after various activities and implementation of budgeting, different rules, regulations, policies etc.

### **Appointment and Service Rules:**

- All appointments and service rules of the employees are regulated as per the Assam College Employees (Provincialisation) Act, 2005, Assam College Employees (Provincialisation) Rules, 2010, Assam Services (Discipline & Appeal) Rules, 1964 & Assam Civil Services Conduct Rules 1965, and other relevant rules and procedures fixed by UGC, and the Government of India.
- Roster system is strictly followed in the time of new recruitments
- In case of retirement or creation of new posts, the Principal places the matter in the GB meeting. After determining the appropriate roster for vacancy, the college seeks permission from the DHE for advertisement of posts. The panel of the interview board is formed as per UGC and state government guidelines and includes the GB President, the Principal, the heads of the concerned departments together with experts nominated by the affiliating university. The name of the selected candidate is placed before the GB for approval and finally sent to the DHE, Assam, for appointment.
- The administration has authority (with due approval by the Governing Body) regarding the recruitment of various non-sanctioned posts in self-financing courses and temporary office bearers

### **Promotion:**

- Promotion of the teaching staff is accorded as per the rules of the Government under Career Advancement Scheme (CAS) subject to API.
- The promotion proposals are scrutinised by the CAS Committee through the IQAC. After being approved by the Departmental Promotion Committee (DPC) and the GB, the promotion files are sent to the DHE by the Principal.
- Promotion of the non-teaching staff are accorded as per vacancy and seniority.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Institutional perspective Plan and deployment documents on the website	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 6.2.2

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

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

**Response:** A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	<a href="#">View Document</a>
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	<a href="#">View Document</a>
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

### 6.3.1

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

**Response:**

#### **Performance Appraisal System:**

The college follows a robust and effective Performance Based Appraisal System (PBAS) for career advancement and promotion which is guided by the rules laid down by the Director of Higher Education

(DHE), Government of Assam, the UGC and the Governing Body (GB) of the college.

- Performance appraisal system is functional in the CAS (Career Advancement Scheme) promotion of the employees.
- Individual API score of the concerned teachers is calculated as per the norms framed by the UGC at the time of their promotion.
- The employees of the college submit the proposal in the form of comprehensive Self-Assessment Performa for promotion to the IQAC through the office of the college. The IQAC and the HoDs of concerned department scrutinise the proposal and recommends the same to the Principal. Thereafter, with the recommendation from the affiliating university, a DPC (Departmental Promotion Committee) is formed for final scrutiny. If the proposals are approved and passed by the DPC and the Governing Body, the promotion files are sent to the DHE by the Principal
- The Annual Performance Appraisal Report is prepared solely by the Principal
- Promotion of the non-teaching staff are accorded as per vacancy and seniority.

### **Avenues for career Development/Progression**

Faculty members and staff are constantly supported by the authority for their development in professional career

- Permission is readily granted to teaching and non-teaching staff to participate in FDPs, seminars, conferences and workshops for professional development.
- The authority encourages both teaching and non-teaching staff for their skill enhancement so that they can utilize their time scale promotional benefits as per rules.
- Some financial assistance is provided to the faculty members to participate in seminars, workshops etc.

### **Welfare Measures and Facilities:**

The institution has a number of welfare measures for the teaching and non-teaching staff with a view to maintaining good professional and cordial relationships and keep a healthy and work-life balance:

- Employees are granted Study Leave, Duty Leave, Maternity Leave, Child Care Leave etc. as per rules and when applied for.
- Employees working against permanent posts are eligible for govt. pension/NPS, Provident Fund, Gratuity, Group Insurance Scheme, Leave Encashment Facility etc.
- The college aids in procuring different types of loans to its employees from banks.
- In case of major illness or such other exigency, the employees of the college receive financial aid collected as contribution on behalf of the Teachers' Unit or the unit of the non-teaching staff
- Free medical health check-ups of teachers and staff are done from time to time under the aegis of the Department of MLT
- During the Covid-19 period, the college organized testing and free vaccination camps in the campus for the teachers, students and staff
- There is a canteen with affordable healthy food, pure drinking water facilities
- Adequate sporting and gym facilities are there for use by both teachers and students
- Separate department rooms are provided to the teaching staff.
- A large well-furnished Teachers' Common Room and separate toilet facilities for male and female teachers

- Separate reading room for teachers and staff in the Central Library

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

### 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:** 1.24

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	2	1

File Description	Document
Institutional data in the prescribed format	<a href="#">View Document</a>
Audited statement of account highlighting the financial support to teachers to attend conferences / workshops and towards membership fee for professional bodies	<a href="#">View Document</a>

### 6.3.3

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

**Response:** 21.95

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

2022-23	2021-22	2020-21	2019-20	2018-19
09	6	8	12	19

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

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

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

## 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:

#### Mobilization

- Grants received from Govt of Assam for salary and non-salary
- The College prepares and submits various proposals to meet the requirements of funds for construction, upgradation, renovation and repairing of classroom, office, library, hostel, common rooms and other basic infrastructure, requesting financial help from UGC, RUSA, State Government and other organization.
- Collection from student admission fees

- Grants received from different agencies for holding workshop/seminar/extension and outreach activities etc.
- Individual or joint research funding from agencies like UGC, DST, DBT, ICSSR, ICHR etc.
- Special grants have been received by the institution from State Government from time to time.
- Infrastructural funds have been received from RUSA
- The college also generates funds by introducing Self Financing Courses (B.Com, B.Voc in Medical laboratory Technician, B.Voc in Mass Media, Computer certificate and diploma courses, Skill certificate courses under PMVKY), sale and auction of unused materials/junks etc, hostel fee, and KKHSOU study centre
- Funds from Gauhati University for evaluation work
- Rent received from Auditorium
- Conduct of examinations for government departments and other external agencies
- The college has future strategies for mobilisation of funds from Vermicomposting, Fishery, bee keeping, banana plantation and rice cultivation

### **Utilization of Funds and Resources:**

The institution follows a transparent and well-established mechanism of financial management.

- Funds are utilized judiciously after proper planning and preparation of budgets. It is thereafter placed before the Governing Body for approval. Proper account is maintained for all the utilization of funds by keeping evidences, receipts/vouchers/bills
- Separate accounts are maintained in banks for different funds received. Some of these fund accounts are: RUSA Fund, Skilled Course Fund, Community College Fund, BVoc Fund, Examination Fund, Star College Fund, Electricity Fund, Magazine Fund, Library Fund, Hostel Fund, games and Sports Fund, Student Aid Fund, Union Fund, general Collection Fund etc.
- Regular interaction with the Teacher-In-Charge/Committee conveners are done to ensure funds are utilized to the maximum extent possible.
- For different activities of the college the Conveners of the committees or the HODs are provided with fund and the record of expenditure along with evidences are submitted to the accountant who after a scrutiny gets the bill passed from the Principal.
- All the payments are made through cheque or Demand Draft (DD) or by electronic transfer by the DDO (Principal) of the college.
- Different financial grants and aid received are utilized according to the proposal and instruction of the funding agency and utilization reports are submitted by the institution on time to the respective agencies.
- All the funds and resources of the institution are used optimally by the institution. The infrastructural facilities and the amenities are used judiciously and care is taken to prevent any damage to them.

### **Audit:**

- Regular internal and external financial audits are conducted. External Audit is done by the Auditor General of Assam, through the office of Director of Higher Education of Assam.
- External auditors are appointed by the State Government and such audits are done in-situ.
- Internal Audit is done at the end of every financial year through a College appointed Chartered Accountant

File Description	Document
Upload Additional information	<a href="#">View Document</a>

## 6.5 Internal Quality Assurance System

### 6.5.1

**Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities**

#### Response:

The IQAC of the College works closely with the departments and the administration, and strategizes to improve policies, processes, and pedagogy to impart quality education, quality assurance, up-gradation, assessment and accreditation.

- The IQAC of the college meets on a regular basis to discuss and strategize on important issues.
- IQAC has facilitated the conduct of Academic and Administrative Audit
- IQAC has facilitated to ensure conduct of Green, energy, environment audit.
- IQAC promotes collaborative linkages and has initiated in the signing of Memorandum of Understanding (MoU) agreements with different institutions and industries to promote faculty/student exchange, research, co-curricular& extra-curricular activities etc
- Regular submission of data for All India Survey of Higher Education (AISHE)
- Submission of *Annual Quality Assurance Report (AQAR)*
- The IQAC prepares, evaluates and recommends Performance Based Appraisal System (PBAS) for Career Advancement Scheme (CAS)
- The IQAC periodically reviews the existing policies, plans, rules, regulations & guidelines of the Institution and ensures compliance to the same as well as upgrade them as and when deemed necessary
- IQAC collects feedback from students, faculty members covering different areas of the teaching-learning process
- IQAC plans and prepares the academic calendars, prospectus and the Annual Newsletter of the college
- IQAC organizes Induction Programmes for newly admitted students
- IQAC regularly organizes (on its own and sometimes in collaboration with other departments and forums) conferences, seminars/webinars, workshops, special talks etc.
- IQAC assists the departments and the Career Guidance Cell in conducting career orientation programs for the students
- IQAC focuses on maintaining a clean and green campus by taking us various initiatives such as plantation programmes, cleanliness drives etc with the NSS and NCC wings of the college.
- To promote sustainability and spreading awareness about sustainability and environmental issues, climate change, water conservation, and other burning issues, IQAC assists the departments and mandates the conduct awareness programs and other environment related events

- Activities to promote gender awareness, preparation and implementation of gender sensitization action plan and promotion of gender equity and empowerment

IQAC of Chaiduar College has mandated the following activities for ensuring quality assurance and for reviewing the teaching-learning process:

- Teachers' diaries are maintained at departmental levels and monitored by the Head of the Departments
- IQAC ensures and emphasizes on the conduct of regular classes and the timely completion of syllabus
- IQAC works closely with the Examination Committee in timely conduct of internal examinations and declaration of results
- IQAC has mandated result analysis and remedial measures by departments
- Formation and meeting of relevant committees
- Promotion and introduction of various skill-oriented and computer related courses,
- IQAC collects feedback from students, faculty members covering different areas of the teaching-learning process
- The IQAC and the Academic Committee periodically meets to addresses issues related to academic matters

File Description	Document
Upload Additional information	<a href="#">View Document</a>

### 6.5.2

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

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

**Response:** A. Any 4 or more of the above

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

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1

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

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

#### **Response:**

Chaiduar College firmly believes in equal opportunity and development for all genders. It follows a strict gender-neutral policy in all spheres of its academic and non-academic life. It is a co-educational Institution, and as such gender equity and sensitivity is a top-most priority in the campus life of the college. All the students, irrespective of their gender get equal opportunity to participate in the co-curricular programs, functions, sports and festivities and in the student body elections. To uphold and maintain the values of gender equity and gender sensitivity, the college takes up the following measures for promotion of gender equity:

#### **Gender Audit:**

- An internal Gender Audit has been conducted by the Women's Cell of the college for the year 2022-23
- Annual Gender Sensitisation Action Plan is prepared and followed

#### **Curricular:**

- The paper Women's Writing of BA in English deals with gender issues.
- A few papers of BA in History, Education, Assamese deal with gender issues.

#### **Co-curricular:**

- College has maintained gender-neutral policy in appointment of both teaching and non-teaching staff
- There is a Women's Cell in the college which works on gender issues and gender causes of the college
- Statutory bodies like Anti-Harassment Committee, Anti-Ragging Cell, Minority Cell, Committee against Caste Based Discrimination etc. function to ensure compliance to the guidelines within the Institution
- National Girl Child Day and International Women's Day are celebrated every year.

On International Women's Day in 2021 (08/03/2021), a separate self for Women Studies has been installed in the College Library

- 12 Day Long Self Defence Training Programme for Girls were held in the college from 3rd June to 14th June, 2022
- Programmes related to ensuring gender equity and gender justice are taken up in the nearby villages. For example, an Awareness Program on Child Marriage at Madhabpur Village organized by the Department of Political Science on 16/03/2023
- The Women's Cell of the institution has organized various counselling and awareness programs. For example, an Awareness Programme on Menstrual Hygiene and Peace was organized at Kanaklata Girls Hostel by Women Cell and the IQAC on 21/09/2023
- An awareness program on Women's Mental Health was organized on 01/02/2023
- The girls NCC Cadets have been playing a proactive role in extending their services to the college community and beyond.

#### Facilities for Women:

- The college has a Girls' Hostel (Kanaklata Girls' Hostel) inside the college premise
- The institution has constructed adequate separate toilet facilities for female students
- There is a well-furnished girls' common room in the college
- There is separate toilet facility for female faculty members adjutant to the teachers' common room
- Girls' hostel of the college maintains a time table of entry and exit of the boarders as well as the visitors of the boarders under the active supervision of the warden of the hostel.
- Campus security is ensured through construction of boundary walls around the campus and surveillance with CCTV cameras placed at strategic points of the campus
- There is a night security guard for the campus and the girls' hostel.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

#### 7.1.2

##### The Institution has facilities and initiatives for

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

**Response:** A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	<a href="#">View Document</a>
Geo-tagged photographs/videos of the facilities.	<a href="#">View Document</a>
Circulars and report of activities for the implementation of the initiatives document	<a href="#">View Document</a>
Bills for the purchase of equipment's for the facilities created under this metric	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 7.1.3

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

- 1.Green audit / Environment audit**
- 2.Energy audit**
- 3.Clean and green campus initiatives**
- 4.Beyond the campus environmental promotion activities**

**Response:** A. All of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	<a href="#">View Document</a>
Certificates of the awards received from recognized agency (if any).	<a href="#">View Document</a>
Provide Links for any other relevant document to support the claim (if any)	<a href="#">View Document</a>

### 7.1.4

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

**Response:**

Chaiduar College has a multicultural environment in that its students come from different ethnic backgrounds such as Bodo, Mising, Assamese, Tea-tribe community, Nepali, Bengali, Marwari, Bihari etc. The inclusive environment of this cultural, linguistic and communal diversity is reflected in the many activities and programs and policies of the college.

- A Six-Month Long Certificate Course on Mising Language was organized in the college from 01/12/2021 to 30/05/2022
- The Annual Cultural Rally showcases the diverse cultural heritage of the region
- The Annual Book fair held in the college campus showcases the rich linguistic and literary heritage of the region
- The inclusive culture is also reflected in the different cultural and literary programs organized by the students belonging to different communities such as Nepali, Bodo, Mising, Tea-Tribe communities etc. in the annual freshers' social, Annual College Week and other events as they reflect the ethnic and cultural and linguistic diversity of the region.
- The college celebrates the Annual Bihu Festival (Basanta Utsav/Spring Festival) with active participation of students from diverse communities.
- The observation of World Peace Day, World Environment Day, Unity Day, Constitution Day, Sarawasi Puja, Sankaradeva Tithi (of the great Vaishnavite saint), Shilpi Divas, Rabha Divas etc. reflect a tolerant, all inclusive progressive environment in college.
- Students learn the values of inter-faith harmonious co-existence, tolerance and fraternity through their participation in these programs and festivals and events.

Chaiduar College makes constant efforts to sensitize the students and employees of the institution to the issues of constitutional obligations and values, rights, duties and responsibilities of citizens through various activities and programmes throughout the academic year:

- National Constitution Day is celebrated on 26th of November.
- Voter's Awareness programme is organized
- Independence Day, Republic day, birthdays of Subhas Chandra Bose, Mahatma Gandhi, Teachers Day etc. are celebrated every year
- The college facilitates its students for enrolling in various organizations like National Service Scheme (NSS) and National Cadet Corps (NCC) that foster values of nationalism, patriotism and humanity among the students
- The college sensitizes and inspires the students regarding their duties to the society, need of Swachhaata and pollution free environment in the society, etc. by undertaking events and programmes
- The NSS and NCC wings regularly organize Tree Plantation Drive, Cleanliness Drive etc. and other extension and outreach activities
- The NCC Cadets take part in the Republic Day Parade organized by the sub-divisional administration
- World Environment Day is celebrated every year with awareness programs, plantation drives, cleanliness drives etc.
- Celebration and commemoration of International Yoga Day, World Environment Day, World Unity Day, International Women's Day, Anti-Tobacco Day, NSS Day, International Mother Language Day, National Science Day, Human Rights Day, National Girls Child Day etc. help in instilling moral and ethical socio-cultural and personal values in the hearts of the students and staff, and sensitizing them about the duties and responsibilities of citizens
- Students' representatives are included in various cells, bodies and committees

- Beyond campus Swachhta Abhiyan, plantation drives are organised involving local community as a part of institutional social responsibility

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Provide Link for Additional information	<a href="#">View Document</a>

## 7.2 Best Practices

### 7.2.1

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

**Response:**

### **Best Practice 1: Extension and Outreach Activities:**

**The Goal:**

To engage with community life in a meaningful and effective manner for the betterment and development of the local community, and bridging a bridge between academic life and social spheres.

**The Context:**

Situated in a semi-urban milieu, Chaiduar College is surrounded by areas and people who remain mostly marginalized in terms of social and economic development. Chaiduar College strongly feels that the college has a responsibility to work for and serve the neighboring community in our own ways to bring positive changes to their lives and to bring awareness and to create social cohesiveness and social consciousness. Extension Activities are mainly aimed at enabling our student/volunteers to develop social responsibilities and learning by rendering service to the community.

**The Practice:**

The NSS and NCC of Chaiduar College regularly conducts extension activities such as plantation drive, Swachhata Abhiyaan, Cleanliness Programmes, Awareness Program on Anti-Tobacco Day, Anti-Plastic Rally, World river Day, Bicycle Rally etc. both inside and outside the campus. Apart from these, Health and Hygiene Awareness Program was conducted in the adopted village of Jaipur near Gohpur. In the last few years, three outreach programs on awareness against prevailing superstitions in the society, prejudice, evil and harmful practices such as witch hunting, quackery, astrology etc. were organized among school-children and villagers with a grant received from the Assam Science Technology & Environment Council (ASTEC), Guwahati in 2020 and 2021. During the Covid-19 Pandemic, the college functioned as Quarantine Centre and Covid Care Centre, and the teaching and non-teaching staff of the college volunteered and assisted the local administration in their relief measures and rehabilitation

programs. Department of Zoology conducted a number of outreach and awareness programmes on wildlife conservation involving the villagers of Kochgaon village and Bongaon village. An initiative was taken by Chaiduar College in Association with ASTEC, DST, Govt. of Assam towards popularizing science among school children in neighbouring areas in May, 2019. Chaiduar College also facilitated the visit of students from nearby schools for an academic exposure to the laboratory facilities of the college.

#### **Evidence of Success:**

The villagers and young school students were visibly moved by the lectures and demonstrations during the course of the awareness programs, and they highly appreciated the efforts on the part of the college to spread awareness on such urgent issues. Greater awareness about the need for cleanliness and hygiene is seen among students and local people because of the extension activities conducted by the college. Greater enthusiasm for and awareness on tree plantation, environmental issues, and the need for conservation of wildlife observed among students and local.

#### **Problems Encountered and Resources Required:**

No problem was encountered during these programmes. More financial assistance needed to conduct such programs in the future.

### **Best Practice 2: Induction Program for Newly Admitted Students**

#### **The Goal:**

The objective of the induction program is to provide an orientation program to the students familiarizing them with the college, its codes of conduct, its facilities and amenities, courses, financial and other assistance, and opportunities for tapping their potential to the fullest.

#### **The Context:**

This program instills a sense of belonging and enthusiasm in the fresh students as they start on a new journey seeking academic excellence in this college. The induction program facilitates a smooth transition of the students from their home and school environment into the college. It is important that the newly admitted students get themselves familiarized with the college campus, academic, co-curricular and extra-curricular activities in college as well as the ethos and culture and practices of the institution.

#### **The Practice:**

The Induction Program is an opportunity to boost confidence, dispel nervousness and anxiety in the minds of the newly admitted students in a new campus and environment. It is also the first contact program among the faculty members and the fresh batch of students. The college invites eminent personalities from different professional and academic spheres to deliver lectures and interact with the newly-admitted students to motivate and inspire them to bring the best out of themselves in their own careers. Some of these personalities who have delivered lectures are Dr. Paramnanda Saikia, senior scientist at ANDE (which is a global leader in rapid DNA technology) of Boston, USA, Dr. S. A Ahmed, a renowned psychiatrist of Assam, and Dr. Buljit Buragohain, renowned career counsellor and principal,

Girijananda Institute of Management and Technology, Tezpur, Assam. In the course of each induction program, the principal, the coordinator of the IQAC, the convener of the Anti-Ragging Cell, the teacher-in-charges of NCC and NSS, and the librarian of the college deliver lectures and sensitize the students on various aspects of academic and co-curricular environment of the college, its vision and people, facilities, amenities, courses, support systems, financial assistance, opportunities, codes of conducts, rules and regulations etc.

#### **Evidence of Success:**

This induction program has helped the college administration to work closely with the new students in making them feel comfortable, and to build relations between teachers and students. The college authority has witnessed a greater level of confidence and enthusiasm among the new students and that they have become better and more adept and efficient users of resources and facilities of the college. It is evident that the well-organized and strategically executed induction programs have helped in initiating the students in the expectations, performance and culture of the college.

#### **Problems Encountered and Resources Required:**

No problem was encountered. Financial constraints do not permit the college administration to bring experts from different fields to interact with the students. Even though, the first Induction Program was a four-day long event, consequent programs were reduced to one-day long programs. In future, the college plans to make it at least a two-day long event.

File Description	Document
Best practices as hosted on the Institutional website	<a href="#">View Document</a>

## **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:**

Chaiduar College was conceived initially to cater to the need of higher education to the people of the large geographical area known as Chaiduar. A few visionaries and socially committed persons and Freedom Fighters took the noble initiative of establishing the college. As a result of this vision, the college was established in 1967 with Arts stream and it was affiliated with Gauhati University. From its inception, Chaiduar College has remained committed to its goal of disseminating quality education and inculcating the sense of human values and responsibility towards fellow beings. Since its humble beginning in the mid-60s, the college has been consistently taking up effective steps and measures for its all-round development and has already come a long way in its search of excellence and creation of quality human resource for the new millennium. In the new millennium, the college has faced three

assessments by NAAC. It was awarded with B++ grade in its third cycle of re-accreditation in 2017.

The college is situated at the foothills of the lesser Himalaya region bordering the hilly state of Arunachal Pradesh. It's a distinctive region where two states meet and a large number of communities and tribes have been interacting and co-inhabiting in a spirit of brotherhood and unity since time immemorial. Chaiduar College has the distinctive feature of being a highly cosmopolitan institution of higher education. Since Gohpur and its surrounding areas are inhabited by diverse people, communities and tribes, the student population of Chaiduar College has the unique character of being quite cosmopolitan and diverse. The students belonging to different tribes and communities such as Bodos, Misings, Tea-garden Communities, Assamese, Bengalis, Nepalese, and others, bring with them their own diverse cultural richness in their spirits, while at the same time remaining united with a strong sense of unity and brotherhood.

To cater to this diversity of people and the large number of students, the college pursues the distinctive objective of providing quality higher education in an affordable and effective manner. The college always keeps in view the fact that a large number of these people cannot afford to go far or spend much for the good education. Therefore, the college makes intensive efforts to create a healthy, vibrant academic atmosphere, build adequate academic and administrative infrastructure, and provide all possible means of co-curricular activities like sports, gymnasium, and culture inside its campus and to maintain a culture of dedicated, quality service towards all stakeholders. Since its inception in 1967, this pioneer institution of higher education has slowly, but firmly gathered intellectual momentum under the dynamic leadership of different stakeholders of education in the college and of the region. It has now emerged as a real hub of academic importance accommodating to the regional needs. In recent years, there has been a constant effort to improvise infrastructure, course designs and teaching-learning conditions.

The priority and thrust of the college from the very moment of its inception and as declared in its Vision and Mission, has been to create facilities, infrastructure and resources for providing quality higher education to the people of the region. Chaiduar College has been relentlessly performing towards this and has distinctive achievements to show in this area. One distinctive achievement of Chaiduar College is that it is one of the very few colleges in the state of Assam which has four streams, i.e. Arts, Science, Commerce and BVoc. All these four streams of studies have been running successfully and the college has maintained consistently good results in the past years. To equip and empower the students with skills to face the competitive job market the college has introduced a number of skill and vocational programs at an affordable cost. The college has a number of skill-based/professional courses such as **B.Voc in Mass Media** and **B.Voc in Medical Laboratory Technology**. The two BVoc courses have been very successful as most of the students passed out from them have been employed by relevant industries. Apart from the two professional BVoc courses, a number of job-oriented skill-based certificate courses such as on **Junior Software Developer, Four-Wheeler Service Technician, Associate Data Entry Operator** and **Office Assistant** (Under Skill Hub Institute: a joint venture of National Skill Development Corporation, Govt. of India) have been conducted in the period under assessment. Computer certificate and diploma courses are also offered in the college.

Another distinctive achievement of the college is the establishment of the Advance Level Institutional Biotech Hub which is sponsored by the DBT, Govt. of India. This Hub is a major centre of advance research in biological sciences. A number of research scholars are pursuing research in this Hub and researchers from other institutes also visit it to conduct their research experiments and to utilize its facilities. Apart from research activities, the Hub and the people working in it are also involved in

outreach and extension activities. The Hub has facilitated the training and skill development of the local community in scientific bee-keeping, and it has been producing organic honey from the apiaries sponsored by it and maintained by the local people. The Hub is also producing organic pesticides through its facilities. Thus, the Hub has been increasingly recognized in the academia of the state as a centre of innovation, knowledge creation and knowledge sharing. All in all, Chaiduar College, from its humble origin almost sixty years ago, has made tremendous strides towards excellence, and has earned distinctive achievements in academic spheres.

File Description	Document
Appropriate web in the Institutional website	<a href="#">View Document</a>

## 5. CONCLUSION

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### Additional Information :

- Completion of 57 years of existence in 2024.
- The college was placed under the Deficit Grants-in Aid system by the Govt. of Assam in 1967
- Chaiduar College opened Science Stream in 1987
- The science stream was brought under Deficit Grants in Aid system by the Govt. of Assam in 1998.
- The college has faced three assessments by NAAC in 2004 (C++ Grade), 2011 (B+ Grade) and in 2017 (B++ Grade)
- BVoc and other vocational and skill-based courses
- Majority of the students belonging to disadvantaged groups of the society like SC, ST, OBC, minority and economically backward section of the society.
- Chaiduar College has active NCC Unit and NSS Unit. The NCC cadets and NSS volunteers are proactively engaged in carrying out various social services and extension activities.
- Green initiatives are undertaken by the college to maintain a clean and green campus; plantation and cleanliness drives both inside and beyond campus are carried out.
- Involvement of students in flood relief, blood donation, plantation drives, swachhata abhiyans, AIDS and Anti-tobacco awareness etc.
- College has plan to transform into an autonomous institution in the near future
- ITEP program approved by the NCTE will be starting from the academic session 2024-25

### Concluding Remarks :

Chaiduar College has had a glorious journey in the field of higher education since 1967 and since its inception it has been serving a logistically challenging and natural hazard prone region of North East India inhabited by various ethnic tribes, tea tribes, religious minorities and a vast population from socially and economically disadvantaged groups. The institution, which is included in Section 2(f) and 12B of the UGC Act, 1956, has struggled against all challenges and limitations to develop into an excellent and reputed institution of higher education in North east India. It has consistently developed and upgraded various academic and support facilities for the benefits of the students throughout the years. The unwavering social commitment and inclusive and equitable educational philosophy is reflected in the large number of extension and outreach activities undertaken by the college from time to time. With a strong contingent of capable and committed faculty, and almost 3000 student enrolment, Chaiduar College gives utmost priority to the academic excellence and achievement of the students. At the same time, enhanced awareness of their rich cultural heritage, sensitization to issues of marginalized communities and our efforts to bridge the gap are also foregrounded. Innovation and research, development of hard skills and soft skills go hand in hand, likewise physical fitness and mental and emotional balance are equally important. To offset the disruptions brought about by the COVID-19 pandemic the college took all possible initiatives to ensure continuous learning through virtual mode during the pandemic period. New features were added to the institutional website with various facilities in the greater interest of the students. The institution stands firm in its commitment to produce valuable human resources and to help in the nation-building process.

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.2.1	<p><b>Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)</b></p> <p>Answer before DVV Verification : Answer After DVV Verification :09</p> <p>Remark : DVV has made changes as per the data shared by the HEI and the value is downgraded. DVV has removed the duplicate courses.</p>																				
1.2.2	<p><b>Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years</b></p> <p>1.2.2.1. Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>249</td> <td>89</td> <td>43</td> <td>65</td> <td>50</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>209</td> <td>59</td> <td>05</td> <td>47</td> <td>00</td> </tr> </tbody> </table> <p>Remark : DVV has made changes as per the data shared by the HEI and the value is downgraded. DVV has removed the duplicate courses and considered as per 1.2.1</p>	2022-23	2021-22	2020-21	2019-20	2018-19	249	89	43	65	50	2022-23	2021-22	2020-21	2019-20	2018-19	209	59	05	47	00
2022-23	2021-22	2020-21	2019-20	2018-19																	
249	89	43	65	50																	
2022-23	2021-22	2020-21	2019-20	2018-19																	
209	59	05	47	00																	
1.3.2	<p><b>Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)</b></p> <p>1.3.2.1. <b>Number of students undertaking project work/field work / internships</b></p> <p>Answer before DVV Verification : 929 Answer after DVV Verification: 902</p> <p>Remark : DVV has made changes as per the data shared by the HEI and the value is downgraded. DVV has removed the duplicate names.</p>																				
3.2.2	<p><b>Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years</b></p> <p>3.2.2.1. <b>Total number of workshops/seminars/conferences including programs conducted on</b></p>																				

**Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
4	11	13	6	6

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
03	09	11	5	5

Remark : DVV has made the changes as per shared clarification.

**3.3.1 Number of research papers published per teacher in the Journals notified on UGC care list during the last five years****3.3.1.1. Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
10	11	9	8	2

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
9	9	7	7	1

Remark : DVV has made the changes as per shared clarification.

**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:

2022-23	2021-22	2020-21	2019-20	2018-19
19	11	13	8	5

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
19	11	12	7	5

Remark : DVV has made the changes as per shared clarification.

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

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
129	98	85	66	83

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
61	48	31	26	25

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
615	575	704	550	546

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
551	565	620	481	461

Remark : DVV has made changes as per the data shared by the HEI and the value is downgraded. In 5.2.1.1 DVV has considered only placement of students and In 5.2.1.2 considered as per 2.6.3.1 as per SOP.

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

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
285	212	24	3	13

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
04	05	01	02	08

Remark : DVV has made changes as per the data shared by the HEI and the value is downgraded. In this metric DVV has considered the number of sports and cultural programs and the multiple activities which on closer dates to be considered as 1 only.

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

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

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
10	6	8	12	20

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
09	6	8	12	19

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

Answer before DVV Verification:

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

Answer After DVV Verification :

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

Remark : DVV has made changes as per the data shared by the HEI and the value is downgraded. DVV has considered the Multiple participation of the faculty in the same academic year to be considered as one.

## 2.Extended Profile Deviations

### Extended Profile Deviations

No Deviations