SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

MARGHERITA COLLEGE

SEGUNBARI P.O.- MARGHERITA, DIST-TINSUKIA, ASSAM
786181
https://margheritacollege.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

February 2020

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Margherita College as a *Centre of Higher Education* shoulders every responsibility to illumine the entire region with knowledge. Established in the year 1978, it has been marching towards its destined goal to turn it into the hub of quality education. Innovativeness is always prioritized and extolled. The institution is based on dedication, devotion and discipline. The institution has created academic linkages with its neighboring educational institutions for congenial and reciprocal benefits. ***Knowledge leads to unity and ignorance to diversity*** is well said. To imbue this essence into the learners, it adopts all possible schemes to impart an all-encompassing education. *Social Outreach* is an integral part of our educational programmes.

The Institution, at present, gives an opportunity to the students to work with various civil society organizations. It considers it as duty to uphold the human rights of all disadvantaged sections of society. We believe that it is our collective responsibility to empower the underprivileged to become self reliant so that they can live with respect and dignity. We track the success of each class from semester to semester. Even the college has been trying the utmost to conduct the co-curricular activities to promote the students in their hidden abilities. Our prime motive is to sensitize the students to the world of deprivation, social exclusion and marginalization; to engage students in meaningful service that meets community needs; to instill a sense of social responsibility in students; to equip the students with skills, attitudes and knowledge to work with the poor and needy.

The college has come under the purview of Third Cycle of NAAC. In the 1st Cycle assessment it obtained Grade-B with 70.65 CGPA and in the 2nd Cycle assessment it obtained Grade-B with 2.65 CGPA.

Vision

Margherita Collge has framed up its vision which is mentioned below:

The vision of the institution is to build up **Margherita College into a Centre of Excellence**

Mission

Empowerment of the generation of the entire locality from Powai upto and beyond the boundary of Arunachal Pradesh including the tribal areas of Tirap, Ketetong and Vitorpowai and the numerous settlements of tea-tribe communities scattered all over this areas of around 500 square kilometers, with a view to ensuring humane, equitable and continuous impriovement of the quality of life around.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

In the pretext of public opinion Margherita College is an institute of repute in the Margherita Sub-Division with a sprawling campus of 8.26 acres covering 4.26 acres with of a heritage building with other necessary buildings

arranged in an excellent order. Being located in the corner most regions of Assam and Arunachal Pradesh border, it attracts students of both the states. Now and then students from abroad (specifically Nepal) get enrolled. The Dehing Patkai region is a pot of diverse ethnic communities residing peacefully. The college enrolls and extends education to the students belonging to these ethnic communities.

Different programmes under Arts, Science and Commerce stream are offered to the students. It offers UG and PG courses under Krishna Kanta State Open University (KKHSOU). In distance mode it offers PG courses in Arts and Commerce under Dibrugarh University Open and Distance Learning (DODL). It offers open schooling to the needy under Assam State Open Schooling (ASOS). It has a well-equipped Central Library with automation. The physical instructor regularly takes notice on to conduct games and subsequent practices. The Yoga Cell holds Yoga camps at regular intervals.

The institution has a participatory management. The posts of Vice-Principal and Academic Coordinator are created only to keep consistency in academic excellence. Regular classes and completion of syllabus before 15 days of starting of the exams are compulsory. To encourage the fraternity (both teaching & non-teaching) 'Life-Time Service Award' is being introduced. To promote academic vibrancy 'Best of the Best Award' in scholastic and non-scholastic aspects are given to students.

There are student benefit schemes to support students both poor and meritorious. Medi-claim scheme is introduced to help students monetarily. Consultancy services are offered by some departments. We keep our environment litter free and clean and to generate awareness on the importance of cleanliness placards are placed at different places of the campus. NSS, NCC, ECO and EVS Cell particularly take note of it. The motto of the college is 'Knowledge is Power' implies that to rise and shine from the darkness and transform into human resource knowledge is the only way.

Institutional Weakness

The Institution in its journey towards excellence has discovered many shortcomings that cannot be overlooked. Inspite of its strength it has some weakness in several aspects. Being located in the remotest region of India and bordering Arunachal Pradesh, it attracts students of diverse communities. As there is no such higher education institute and that due to its fame in result, students apply to get enrolled in this institution. The fact remains that due to inadequate infrastructure it finds difficulty in accommodating them all. The Institution has off late receives grants from RUSA but it is not sufficient. We are, financially, a poor institution as we do not have any fine process of generating fund apart from the fees collected from students and funding of government agencies. As the region is economically backward, 90% of students apply for BPL admission facilitated by State Government. Average students that get enrolled in the institution are around 650-690. So, while the facilities we have been developing are excellent, still it needs additional facilities like more conference centres, seminar rooms, well-furnished auditorium, a well-equipped automated office, well-equipped gymnasium, these are to mention a few only. Filling up of vacancies in both teaching and non-teaching staff is awaiting due to different change in policies of the state government. Also serious impediments in getting sanctioned post for the newly opened departments and subjects for which quality of teaching staff has to be compromised.

Institutional Opportunity

The College has been progressing inspite of numerous hurdles. The College is well poised to take advantage of the various schemes on offer from the Government for development and up gradation of facilities. It is at the present time doing all it can to emphasize a research culture at the undergraduate level through the research projects as part of the curriculum i.e., to expand the research opportunities in the coming years. The mentoring system can be strengthened for addressing the problems of the students more effectively. Exposure of students to research problems and methodology through project work and publications of departmental and wall magazines helped them. There is immense scope for starting new courses. The core strengths of the College - as liberal arts, commerce and science college- can only become more and more relevant as years go by. It is for this reason that the most talented young men and women from all over the district of Tinsukia prefer Margherita College over other institutions, its close proximity to Digboi College and Ledo College. More activities are to be planned for e-governance and the up gradation of existing ICT tools for teaching learning process. It can open courses related to tribal studies as we have already a Tribal Study Centre that undertake activities on the tribal related issues.

Institutional Challenge

The challenges of the institution are multi-disciplinary:

- It has no doubt three streams but the science stream is yet to be provincialised for which the institution has been carrying a burden of the stream since 22 years (the science stream is established at the pressure of stakeholders in the year 1998)
- The students have an average background. It creates hurdles in introducing progressive courses as parents do not consent to it.
- VET courses are difficult to introduce as parents never put consent to it. At times the institution has introduced six career oriented courses but due to lack of parents' support those courses were proved as ineffective.
- Due to lack of on-campus job opportunities there is the trauma of unemployment (even though the institution holds career oriented programmes)
- Lack of human resource (both teaching & non-teaching staff)

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Margherita College's motto is Knowledge is Power and through knowledge, the college tries to achieve its goal. The College has a systematized mechanism for analyzing and ensuring the objectives of the curriculum. The College publishes a prospectus that provides all necessary details about the College, its courses on offer, the fee structure, faculty, etc. so that the students are empowered to make informed choices. In regard to delivery of curriculum planning is done by different departments through the authority. The techniques of delivery of curriculums are as follows: The departments run in accordance with the curriculum provided by Dibrugarh University; Principal and some faculty members of the college holds acclaimed portfolios in academic committees under the esteemed Dibrugarh University. Therefore, while implementing and maintaining the curriculum it gives an opportunity to review; In the beginning of the academic session, both soft and hard copies of curriculums of respective departments are provided to students; In order to retain an

effective academic management, the college has created two posts, i.e. the posts of Vice- Principal & Academic Coordinator; It is compulsory for every department to submit the course plans and lesson plans from the beginning of each academic session; Question papers are set in accordance with the progress of the curriculum in its subjects; Before the ending of second Sessional examination the Course Progress Reports are submitted to the Academic Co-coordinator; After the submission of course progress, if any department fails to complete their allotted syllabus, it has to complete the course by taking extra classes. Further the Academic Implementation Committee and ICGC organizes motivational and counseling classes for betterment of the students. The institution through activities of different cells and committees cultivate awareness and sensitize the students to these issues through various forums. Environmental education is a mandatory course for the students to generate awareness regarding crucial environmental concerns. Some programmes are undertaken to cultivate gender equality among students through their lectures and actions. Teacher in charges of students union body play the role of mentors in guiding the students in different co-curricular fields towards making them responsible citizens.

Teaching-learning and Evaluation

The academic aptitude of the students is assessed by the teachers through classroom lectures and discussions, unit tests, etc. Before the commencements of the programs the aspiring students are offered counseling by teachers. Special attention is given to those students identified as slow learners. The teachers try to address their doubts and personal difficulties regarding the subject. Advanced learners are motivated to strive for higher goals.

(THE MENTOR: MENTEE SYSTEM of IQAC)

Mentoring of students is done at various labels, teacher of the department play the role of mentoring the students. Each department takes responsibility of their respective students in assisting students in assignments, projects, excursions, various competitions, etc.

Experimental learning is made effective by several methods. ICT tools are used to make the learning process more effective. The teachers before starting of their classes has to submit Course Plan & Teaching Plan to the Academic coordinator and in the same way they have to submit Progress Report in the mid of the academic session. Teaching Days amount upto 205 to 209 and completion of syllabus is a must. Some measures taken by the college for effective education system are like, organization of Student-Teacher Exchange Programmes, Excursion/Study Tours are conducted for general students to provide exposure in Research area, Study Materials/E-Contents are supplied to the students, Interactive sessions were conducted, Modern teaching aids like LCD, OHP and Digital Visualizer, Video-Conferencing, etc have been incorporated. The College has an effective Continuous Internal Evaluation (CIE) system. Parenrt-Teachers meeting are conducted time to time to maintain a healthy relation in the three tyre structre of Student-Teacher-Parent. The Vice-Principal and Academic coordinator as well look into the matter as the college strictly adheres to the norm of participatory management. Both of them look into the matter and offer their perspectives to retain the quality of the result.

Research, Innovations and Extension

The college always emphasises on developing an academic ambiance by tempering the scientific zeal of the

students, to imbue critical thinking and draw out the potentials of the students by acknowledging their creativity. Faculty members serve as catalysts in the process of enabling them to grow in this significant respect. Most importantly, students are encouraged to stay focused on growing through learning. Exhibitions of handicrafts by students and Photography competions are organised. In cultural aspect we conduct competitions and events under the cultural forum, entitled *Ejak Junakir Jilikoni*. Through it many students have attained district and state level acclamation, like Ms. Chayanika Gogoi, sattriya dancer, Homseng Pomung, beauty pageant who won State level acclamation, Miss Amisha Chaliha who won the title of *Miss Kalliesta* out of 138 colleges under Dibrugarh University. She represented Dibrugarh University in parade held in Rajghat New Delhi. Youth Festivals and Spring Festivals are hold on to offer better opportunities for students. Margherita College has undertaken many extention activities. Some of them have been undertaken in collaboration while others are by itself which are worth mentioning. It has adopted a school at Vitorpowai, namely Powaimukh Janajati School. There it undertakes programmes like, 'Women Health & Hygeine', Health Awareness programmes, etc. Under 'What After School?' Scheme, the faculty members regularly conduct classes among the schools in the catchment area. Tourist Base Camp of the College helps the visitors from inside/outside state to visit tribal belts The college has a Tribal Study Centre that undertake survey in the tribal villages to explore many of their unique cultural and socio-economic facets. Tribal Study Centre and the Research Committee have surveyed these ethnic tribes and prepared projects. Most of the departments also undertake field visits as part of their projects. Blood Donation by the students and faculty. Students of our college visited the Assam Legislative Assembly to gain first hand knowledge of its functioning. NSS and NCC has undertaken many activities related to Swacch Bharat Abhiyan, AIDS. *Nukkar Nataks* conducted by the students relay the above themes. It aims to extend the intellectual knowledge to neighbourhood schools and educational institutions.

Infrastructure and Learning Resources

The college has a moderate infrastructure. The heritage building is renovated under RUSA1.0 fund. Along with the classrooms, it has science laboratories, a Conference Hall, Common Room and departmental rooms for the 19 departments. It has playing ground, cycle parking stand, car-parking zone, one horticultural garden and a flower garden. It has own water-purifying and supplying system and supply sufficient water. It has two generators and solar system of its own. It has an in-house canteen facility. There is also a laboratory for the Department of Education. There is one language laboratory funded by RUSA, Assam under the Equity Initiatives in the year 2018. It is used for conducting workshops and seminars on ELT and phonetics, linguistic paradigm and in other related aspects. the Science stream has laboratories for respective departments. Margherita College is trying its best to provide maximum benefit to the society. The college is serving at its level in the best way to enhance the aptitude and skill of the fraternity. The central library of the college satisfies the need of the students and teachers as well. Average 90 students and 10 teachers visit the library. It has Soul Software and OPAC facility is made available through Library Management. It is fully automated. The institute has a 8.26 acres out of which 4.26 acres is already used. The College has BSNL Broad band and BSNL Leased Line connection that is accessible. It has wi-fi network with dynamic and static facility with IP Address: 117.240.166.170 with 8 Mbps speed. The institution accommodating Office of the Principal, Vice-Principal, Academic coordinator, IQAC Coordinator and Conference Hall, Seminar Hall cum Common Room, Examination conduction, Zonal Office, NSS Office, Departmental Cells, other offices of KKHSOU, DODL under DU, Computer Laboratories, Language Laboratory and science laboratories and other infrastructural facilities for academic activities. Sick room facility is available for a sick student during examinations. It has a standing ambulance facility to serve the fraternity. On need base the Boxing Hall is used as a classroom. The students of the college are able to bring glory by begging prizes at state and National Level.

Student Support and Progression

The college has a students' union, Margherita College Students' Union (MCSU) It is primarily responsible for building and preserving a healthy political culture and an atmosphere of open debate on the campus. The Union take part in every important matter of the college. The students are kept informed about the public meetings, discussions and other issues through pamphlets and notices. Public Action, an objective forum, invited a variety of journalists, politicians, and academics, to debate and discuss various topics. There is a long tradition in MCSU of holding serious meetings in the college to which the students often invite well-known public figures, writers and intellectuals. In each academic session, generally in October, the election to the MCSU is held strictly adhering to the norms of Lyngdoh Commission.

The Margherita College Alumni Association MRGCIANS was formed almost around the inceptionof the college. Of course it is not yet registered but its on the process and by the month of April 2020 the association will get registered. The association has been engaged with different activities for the development of the accocation and the younger generation as well. It tries to uplift the intellectual and cultural enhancement of the college in broader prospective. many of the alumni serves in the present instituion and thereby provide assistance to the students and guided them. In all executive meetings of the association, various matters relating to development of youth mental health, regular yoga practices, motivational classes for various competitive examinations are discussed by the experience alumni of the college. The association also serves as a fruitful adviser towards the growth and development of the College by participating in various events of the college.

Governance, Leadership and Management

- The college has a participatory management system. The vision and mission of the college is communicated to the students, teachers, staff and other stake holders through the college prospectus, website, academic calendar, newspapers and college magazine. The decentralization and participative management of Margherita College is done in two ways i.e., (1) horizontally and (2) vertically. Faculties are involved in curriculum designing as member of the Dibrugarh University. Continuous feedback from students on teachers and library is taken. Answer scripts of the internal assessment are shown to the students as a measure of transparency. IQAC encourages different departments to organize workshops/ seminars/talks etc. A few Departments publish research journals. Organizational structure of the College is planned according to the guidelines of the Directorate of Higher Education, Government of Assam. However, the college has introduced its own mechanism of governance by inclusion of Vice-Principal, Academic Coordinator and IQAC Coordinator for smooth functioning. It helps in planning of Academic activities like admission, examinations and results and facilitates the coordination between HoDs and the Office of the Principal.
- The College has various cells and committees that are guided by IQAC Coordinator. The IQAC can charge them for maintaining its quality and perform its activities. Women Studies and Development Cell, Yoga cell, Admission Committee, Disaster Management Cell, *Gyan Jyoti Prawah*, Eco Club, EVS Cell, Annual Report Committee, Documentaion Cell, research Promotion and Publication Cell, Sexual Harasement and Prevention Cell, Teacher-Guardian Cell, Anti-Ragging Committee, Ejak Junakir Jilikoni, Sports Promotion Cel, Career Counselling and Guidance Cell, Academic Calendar Committee, Prospectus Designing Cell, Purchase Committee, Construction Committee, Newsletter Committee, etc.
- The institution offers various facilities for the benefit of the teaching as well as non-teaching staff and students.
- The post accreditation initiatives are taken by the IQAC and it has prepared the Road Map for the next 10 years of the college has been framed up.

Institutional Values and Best Practices

In accordance with its vision and mission, the institution always committed to prioritize to inculcate values through certain (best) practices. The college has adequate infrastructure and networking for safety and security of the students. For total development of girl students and women empowerment, Women's Studies and Development Cell and Sexual Harassment Prevention Cell organizes talks and discussions for gender sensitization, mental health and hygiene. Career Counseling and Guidance Cell organizes talks, discussions and workshops related to leadership building, career planning and career guidance and student motivation and behavioral changes. The Grievance Redressel Cell address the grievances of the students. The college has installed a solar system to generate renewable energy. At present the annual power requirement of the college met by renewable energy is 5840 KWH out of 29200 KWH . The college is declared 'Tobacco Free Zone' and 'Plastic free campus'. Two gardens are maintained to preserve greenery and beautification and environmental consciousness. Online admission and e-tendering is practiced to reduce use of papers. Code of conduct for students is displayed in the prospectus. Rules and regulations are displayed in the college campus and in website. Tribal Study Centre has been established to research and study different tribal groups. One of the best practice of the college 'What after School', was introduced in the year 2015-16. An initiative has been taken to conduct off-Campus academic coordination programme with the motto of generating awareness among the high school students of the locality. The basic goal of this venture is to inform, motivate and counsel students so that they can choose appropriate courses and career. It is often seen that due to lack of information and proper guidance students of class- IX & X face problems in selecting right combination of subjects. The programme aims at providing information regarding choosing a stream; choosing the right combination of subjects to pursue a career in accordance to their choice, aptitude and skill. Many students of our college performed creditably at the district and state level sports and cultural activities. A large number of students are able to secure ranks at the university examinations.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	MARGHERITA COLLEGE
Address	Segunbari P.o.- Margherita, Dist-Tinsukia, Assam
City	Margherita
State	Assam
Pin	786181
Website	https://margheritacollege.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal	Buddhin Gogoi	3751-272339	9435476595	-	iqacmrgcollege@gmail.com
IQAC / CIQA coordinator	Jugen Bora	3751-272239	7002109106	-	iqacmrgcollege2019@gmail.com

Status of the Institution	
Institution Status	Government

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

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details	
Date of establishment of the college	01-09-1978

University to which the college is affiliated/ or which governs the college (if it is a constituent college)		
State	**University name**	**Document**
Assam	Dibrugarh University	View Document

Details of UGC recognition		
Under Section	**Date**	**View Document**
2f of UGC	20-03-1996	View Document
12B of UGC	25-03-2000	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	**Recognition/Approval details Institution/Department programme**	**Day,Month and year(dd-mm-yyyy)**	**Validity in months**	**Remarks**
No contents				

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

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	Segunbari P.o.- Margherita, Dist-Tinsukia, Assam	Urban	8.26	17239.61

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	**Name of Programme/Course**	**Duration in Months**	**Entry Qualification**	**Medium of Instruction**	**Sanctioned Strength**	**No.of Students Admitted**
UG	BA,Assamese	36	Higher Secondary	Assamese	550	422
UG	BA,Economics	36	Higher Secondary	English,Assamese	180	85
UG	BSc,Economics	36	Higher Secondary	English,Assamese	60	0
UG	BA,Education	36	Higher Secondary	English,Assamese	450	285
UG	BA,English	36	Higher Secondary	English	450	191
UG	BA,Bengali	36	Higher Secondary	Bengali	60	23
UG	BA,Hindi	36	Higher Secondary	Hindi	80	50
UG	BA,Political Science	36	Higher Secondary	English,Assamese	450	365
UG	BA,History	36	Higher Secondary	English,Assamese	300	167
UG	BA,Sociology	36	Higher Secondary	English,Assamese	450	403
UG	BCom,Commerce	36	Higher Secondary	English	450	410
UG	BSc,Physics	36	Higher Secondary	English	120	42

UG	BSc,Mathematics	36	Higher Secondary	English	120	43
UG	BSc,Zoology	36	Higher Secondary	English	180	92
UG	BSc,Botany	36	Higher Secondary	English	120	76
UG	BSc,Anthropology	36	Higher Secondary	English,Assamese	30	14
UG	BA,Anthropology	36	Higher Secondary	English,Assamese	90	50
UG	BSc,Computer Science	36	Higher Secondary	English	120	24
UG	BSc,Statistics	36	Higher Secondary	English	30	4
UG	BSc,Chemistry	36	Higher Secondary	English	90	56

Position Details of Faculty & Staff in the College

	Teaching Faculty											
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				18				17
Recruited	0	0	0	0	11	7	0	18	4	8	0	12
Yet to Recruit				0				0				5
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				30
Recruited	0	0	0	0	0	0	0	0	13	17	0	30
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				9
Recruited	7	1	0	8
Yet to Recruit				1
Sanctioned by the Management/Society or Other Authorized Bodies				18
Recruited	14	4	0	18
Yet to Recruit				0

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

Qualification Details of the Teaching Staff

Permanent Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	6	4	0	2	3	0	15
M.Phil.	0	0	0	0	2	0	2	3	0	7
PG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	5	0	6
M.Phil.	0	0	0	0	0	0	0	2	0	2
PG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	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

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

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	653	67	0	0	720
	Female	750	22	0	1	773
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		**Year 1**	**Year 2**	**Year 3**	**Year 4**
SC	Male	37	38	28	27
	Female	26	30	30	26
	Others	0	0	0	0
ST	Male	64	77	89	90
	Female	71	68	71	78
	Others	0	0	0	0
OBC	Male	367	403	403	420
	Female	245	287	338	410
	Others	0	0	0	0
General	Male	216	258	216	243
	Female	200	228	276	267
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		1226	1389	1451	1561

3. Extended Profile

3.1 Program

Number of courses offered by the institution across all programs during the last five years

Response: 20

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of programs offered year-wise for last five years

2018-19	2017-18	2016-17	2015-16	2014-15
20	20	20	20	20

3.2 Students

Number of students year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1561	1451	1389	1226	1115

File Description	Document
Institutional Data in Prescribed Format	View Document

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

2018-19	2017-18	2016-17	2015-16	2014-15
1051	959	903	810	713

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of outgoing / final year students year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
490	505	488	320	307

File Description	Document
Institutional Data in Prescribed Format	View Document

3.3 Teachers

Number of full time teachers year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
59	63	63	56	57

File Description	Document
Institutional Data in Prescribed Format	View Document

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

2018-19	2017-18	2016-17	2015-16	2014-15
30	33	34	33	35

File Description	Document
Institutional Data in Prescribed Format	View Document

3.4 Institution

Total number of classrooms and seminar halls

Response: 25

Number of computers

Response: 70

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
118.74	69.05	72.100	98.85	98.01

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process

Response:

The Margherita College's motto is Knowledge is Power and through knowledge, the college tries to achieve the level of perfection which resulted in acquiring position by students in university examination. The College has a systematized mechanism for analyzing and ensuring the objectives of the curriculum. The College publishes a detailed prospectus that provides all necessary details about the College, its courses on offer, the fee structure, faculty, etc. so that students are empowered to make informed choices.In regard to delivery of curriculum, plannings are done by different departments through the authority. The techniques of delivery of curriculums are as follows: a) The departments run in accordance with the curriculum provided by Dibrugarh University and the college follow all the regulations done by respective departments in the university. b) The authority is holds acclaimed portfolios in academic committees under the esteemed Dibrugarh University. Therefore, he takes utmost care while implementing curriculum and also maintains the same from time to time. c) In the beginning of the academic session, both soft and hard copies of curriculums of respective departments are provided to students. d) In order to retain an effective academic management, the college has created two posts, i.e. the posts of Vice-Principal & Academic Coordinator. e) It is compulsory for every department to submit the course plans and lesson plans from the beginning of each academic session. f) Question papers are set in accordance with the progress of the curriculum in its subjects. g) Before the ending of second Sessional examination the Course Progress Reports are submitted to the Academic Co-ordinator. h) After the submission of course progress, if any department fails to complete their allotted syllabus, it has to complete the course by taking extra classes. i) Further the Academic Implementation Committee and ICGC organizes motivational and counselling classes for betterment of the students.

File Description	Document
Link for Additional Information	[View Document](#)

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 0

1.1.2.1 **Number of certificate/diploma programs introduced year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of the certificate/Diploma programs	[View Document](#)

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 20.13

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
3	4	3	1	1

File Description	Document
Details of participation of teachers in various bodies	[View Document](#)
Any additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

Response: 100

1.2.1.1 How many new courses are introduced within the last five years

Response: 20

File Description	Document
Minutes of relevant Academic Council/BOS meetings.	[View Document](#)
Details of the new courses introduced	[View Document](#)
Any additional information	[View Document](#)

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 100

1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented.

Response: 20

File Description	Document
Name of the programs in which CBCS is implemented	View Document
Minutes of relevant Academic Council/BOS meetings.	View Document
Any additional information	View Document

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

Response: 0

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	View Document

1.3 Curriculum Enrichment

1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum

Response:

Being a coeducation Institution various courses are part of the syllabus which addresses issues relevant to Gender, Environment and Sustainability, Values and Professional Ethics as per the syllabus under Dibrugarh University. The institution through different the activities of different cells and committees cultivate awareness and sensitize the students to these issues through various forums. Environmental education is a mandatory course for the students in order to introduce and aware those to crucial environmental concerns. The Departments of the college also efforts to cultivate gender equality among students through their lectures and actions. Group discussions, talks on issues of gender, human values relevant to the syllabus are also carried out by the students of the Departments. The institution also

organizes guest lectures and talks inviting eminent speakers to deliver relevant information to students on such topics.

The students also participate in various activities organized by the institution like literary, art and craft, sports and cultural activities etc. which helps them to have a gender neutral outlook besides becoming aware of the environmental issues around them. It also bring forward human values in

them, helping them in the process of transforming them into good citizens . The boys and girls wing of NCC as well as NSS unit of the College has taken up issues pertaining to gender, health and human rights. The Women's Studies and Development Cell of College is committed to nurture the strength of female students as well as to create a sensitized environment leading to gender equality. Every year on the occasion of International Women's Day, awareness programmes, student plays and eminent scholars are invited to deliver talks on issues relating to gender discrimination, women's right and empowerment. It aims to involve both male and female students in its information dissemination and sensitization activities, so as to foster a healthy man-woman relationship based on mutual trust, respect and co-operation. For dealing with Professional Ethics, each department through their interaction with the students in the classroom gives them such basic ideas on professional ethics. Teacher in charges of various sections of students union body play the role of mentors in guiding the students in different co-curricular fields towards making them responsible citizens.

File Description	Document
Link for Additional Information	[View Document](#)

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 0

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

File Description	Document
Details of the value-added courses imparting transferable and life skills	[View Document](#)

1.3.3 Percentage of students undertaking field projects / internships

Response: 0

1.3.3.1 Number of students undertaking field projects or internships

File Description	Document
Institutional data in prescribed format	[View Document](#)

1.4 Feedback System

1.4.1 Structured feedback received from 1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus-Semester wise/ year-wise
A.Any 4 of the above

B.Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: E.None of the above

File Description	Document
URL for stakeholder feedback report	[View Document](#)

1.4.2 Feedback processes of the institution may be classified as follows:
A. Feedback collected, analysed and action taken and feedback available on website

B. Feedback collected, analysed and action has been taken

C. Feedback collected and analysed

D. Feedback collected

Response: E. Feedback not collected

File Description	Document
URL for feedback report	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 1.05

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
26	13	18	8	8

File Description	Document
List of students (other states and countries)	[View Document]
Institutional data in prescribed format	[View Document]

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 224.73

2.1.2.1 Number of students admitted year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1561	1451	1389	1226	1115

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
600	600	600	600	600

File Description	Document
Institutional data in prescribed format	[View Document]

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 100

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

2018-19	2017-18	2016-17	2015-16	2014-15
1051	959	903	810	713

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

The academic aptitude of the students are assessed by the teachers through classroom lectures and discussions, unit tests, class participation, special class tests etc. Before the commencements of the programs the aspiring students are offered counseling by teachers of various departments to help them in choosing the right subject and thus giving them a glimpse into the subject matter, its prospects and relevance to help them in making decisions regarding the choice of subjects.

Slow learners:

Special attention is given to those students identified as slow learners. The teachers try to address their doubts and personal difficulties regarding the subject. Students are encouraged to get over their hesitation so that they can openly discuss their problems. They are provided with hand-outs by the teachers of respective subjects, questions and answers are also discussed in detail, questionpapers of the previous exams are worked out in the classroom.

Smart learners

Advanced learners are motivated to strive for higher goals. They are provided with greater inputs for inculcating in them an analytical and critical perspective and thus for better career planning. They are encouraged to write seminar papers, lead group discussions, etc to inculcate in them a sense of research orientation and also to develop in them analytical and problem solving abilities and enhance their presentational skills. Good care is taken to enable them to secure high marks in the examination. Some of the departments also motivate them with awards for good results.

(THE MENTOR : MENTEE SYSTEM under the initiative of IQAC)

Mentoring of students is done at various labels, teacher of the department play the role of mentoring the

students. Each department takes responsibility of their respective students in assisting students in assignments, projects, excursions, various competitions, etc. This develops an intimate relationship between the mentors (teachers) and mentees (students). Moreover, 'Caeer Guidance and Placement Cell' (ICGC) and 'Women Studies and Development Cell' organises counselling and motivational sessions for students that helps them in more than one way.

File Description	Document
Link for Additional Information	[View Document](#)

2.2.2 Student - Full time teacher ratio

Response: 26.46

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0.13

2.2.3.1 Number of differently abled students on rolls

Response: 2

File Description	Document
List of students(differently abled)	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Any other document submitted by the Institution to a Government agency giving this information	[View Document](#)

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

Response:

Experimental learning is made effective by several methods. ICT tools are used to make the learning process more effective. students are given projects to ignite their observational skill. Students are given assignments to develop their problem solving skills. Projects as part of the syllabus are given to students in all the departments to nurture their mental and participative skills besides preparing them for further research purposes. Excursions and field-trips are arranged according to the requirements of the students of each department are carried out to enhance the experimental, participative and life skills of the students, besides updating the knowledge base of the students. Group discussions are conducted by different department of the institution as a part of participative learning, practised as and when found required. Participative learning, problem solving strategies and learning experiences of the students are also

developed through their active participation in extra-curricular activities conducted by the college. As a part of student centric methods for enhancing the learning experiences of the students, lecture and interactive methods are well supplemented by seminars and workshops. Field works in subjects like English, Economics, Botany, Zoology, Assamese, Anthropology, Bengali, Education, History, Commerce, Management, Sociology and others also facilitates the teaching learning process. The Dept. of Commerce, Management, Botany and Economics undertake Industry visits to offr the students the first-hand knowledge. the ICGC Cell conducts Quiz Competitions, Debate Competitions, etc and faculty related to the cell guide them regarding the rules and regulations of it. Students are now and then to organise various departmental activities such as renewing the wall magazine or writing in the departmental magazines beside the central Magazine, *Ekhona* This gives them an opportunity to develop their creativity, leadership quality, teamwork and organisational skills.Language Laboratory, Computer Centres are well explored by the students. Eminent personalities are invited time to time to offer motivational lectures which help the students besides the counselling classes. Computer training is offered to the girl students of underpriviledged section so that they can cope up with the recent educational system. Some teachers impart material in the Google Classroom though it is still a fresh area. The Institution in this broad are which attracts students even from Arunachal Pradesh try to extend its hand to the interior polace. Thus it has been catering service to the innermost region through distance mode under Krishna Kanta Handiqui State Open University (KKHSOU) both UG & PG, Dibrugarh University Distance Education (DODL) PG and Assam State Open Schooling (ASOS). The faculty help the learners of the above as and when they seek besides the regular students.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 25.42

2.3.2.1 Number of teachers using ICT

Response: 15

File Description	Document
List of teachers (using ICT for teaching)	[View Document](#)
Provide link for webpage describing the " LMS/ Academic management system"	[View Document](#)

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 1561

2.3.3.1 Number of mentors

Response: 1

File Description	Document
Any additional information	[View Document](#)

2.3.4 Innovation and creativity in teaching-learning

Response:

Margherita Collegeis very particularents' in teaching-learning aspect. Students' community is the most important stakeholder. to ensure quality education it has created the post of Vice-Principal and Academic coordinator who totally devote to ensure quality education. the teachers before starting of their classes has to submit Course Plan & Teaching Plan to the Academic coordinator and in the same way they have to submit Progress Report in the mid of the academic session. Teaching Days amount upto 205 to 209 and completion of syllabus is a must. Some measures taken by the college for effective education system are like, Organisation of Student-Teacher Exchange Programmes, Excursion/Study Tours are conducted for general students to provide exposure in Research area, Study Materials/E-Contents are supplied to the students, Interactive sessions were conducted, Modern teaching aids like LCD, OHP and Digital Visualizer, Video-Conferncing, etc have been incorporated, Students? feedback on teachers was taken at regular interval. Participation of the students in the classroom is a must for better understanding of the concepts. Therefore, the departments very often try to get the maximum involvement of the students by asking them their views on relevant topics of the syllabus, questioning them after a topic has been completed and engaging the students in problem solving methods by putting across them questions to think for themselves and suggest relevant answers. Academic calendar is strictly adhered to and has been further developed, the effects of which are palpable. Holding of tests and Internal Assessments also helps in the performance of the students. In some departments the Students' seminar cum interaction programmes are organized in which students present the basic concepts on topics taught to them. It fosters confidence among students, develops their oratory skill and nullifies the loopholes. Educational tours and industrial visits are conducted on periodic basis where the students are taken to different institutions or field visits. Such initiatives expose them to new fields of studies and ideas.

File Description	Document
Any additional information	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 181.08

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document
List of the faculty members authenticated by the Head of HEI	View Document
Any additional information	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 31.9

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
20	20	19	18	18

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document

2.4.3 Teaching experience per full time teacher in number of years

Response: 1.29

2.4.3.1 Total experience of full-time teachers

Response: 76

File Description	Document
Any additional information	View Document

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 1.68

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	0	0	0	0

File Description	Document
Institutional data in prescribed format	[View Document](#)
e-copies of award letters (scanned or soft copy)	[View Document](#)

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 3.04

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	1	1	1

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	[View Document](#)
Any additional information	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

The College has an effective Continuous Internal Evaluation (CIE) system. As per University guidelines the Internal Assessment is conducted periodically. The processes are as follows: a) Home assignments are assigned which comprises of topics related to the subjects. Both written and oral methods are used to assess the intelligence of the students. It carry marks as per set by the University b) Two Sessional Examinations are done conducted as per University norms. c) Retests are conducted if the marks are poor. d) The student who gets lesser marks, their guardians are informed and some departments discuss with parents directly to improve the potentiality of students during internal examination. e) The marks of both the Internal Examinations are put up in the Notice Boards of the respective departmental Notice Boards. Before conducting of the Sessional Exams the students have to appear in class tests taken by different departments. Parenrt-Teachers meeting are conducted time to time to maintain a healthy relation inthe

three tyre structre of Student-Teacher-Parent. the college manages a well organised examination mechanism. It is strict in conducting examinations in a fair manner. the Conduction Board is far from the Administrative block and Departmental Cells so that it can maintain confidentiality. The entire endeavour takes place under total control of Adminstration through CCTV monitoring and literal monitoring of Vice-Principal. either Sessional or Final exam in both contexts fair examination conduction process is sought after. The students are monitored so that they can give exam in a comfortable way.

File Description	Document
Link for Additional Information	[View Document](#)

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

The Internal Assessment is conducted by all the 19 departments of the college as part of the rules set by the Dibrugarh University. Students' progress and performance evaluation is done by teachers frequently in the respective departments. Internal assessment marks of students are recorded on the basis of their performance in sessional examinations. Students submit projects imparted by the respective departments as a part of it. Along with the sessional examinations that is taken two times, as 1st Sessional and 2nd Sessional Examination the attendance of the students are calculated which also carry marks. with the introduction of CBCS, there is a little change in marking system in some subjects, like AECC-1 & AECC-2. The results of the sessional exams are displayed in the departmental notice boards for the students. Teachers discuss on the answerscripts which is done to make the students aware of their mistakes and to highlight the areas where scope lies to score better marks. The teacher also appreciates top best performances of students for boosting their morale. Sessional exams are conducted after conducting periodic major tests for the major students. For those students who are unable to appear in the examination for genuine reasons, reexamination is held by the departments. Thus this evaluation process makes the students more refined and confident for the university final examinations.

File Description	Document
Link for Additional Information	[View Document](#)

2.5.3 Mechanism to deal with examination related grievances is transparent, time-bound and efficient

Response:

The institution has a regular and continuous culture of conducting examinations both at departmental and Central level. All the students are instructed to appear in the exams without any failed and the whole process of evaluation is very transparent and organized. Students having grievances regarding marks obtained under different category of questions or the issues of wrong calculation, omission of marks are reported to the respective head of the department who take immediate recourse to the problem. As the

sessional marks directly contribute to internal assessment marks of students, so the marks are displayed in the departmental notice boards and the answer scripts are shown to the students. This is done in lieu and care is taken in terms of examination grievances so that they are redressed on time-bound basis. Students' progress is monitored through continuous evaluation. Performance of students is reviewed and corrective measures are taken by departments. Corrective measures include adoption of new pedagogical methods, greater attention to weak students, change in evaluation techniques, etc. Remedial and corrective measures are taken by the faculty of different departments on the basis of need of weaker students. All internal assessment grades are communicated to the student via the departmental notice boards this provides a strong space background to the transparent and robust internal examination system. Every assignment and answer script is discussed with students after grading, and grievances are addressed suitably. Students concerns regarding their marks in the internal assessment examination approach the HOD of the concerned subject and approve an application addressed to the Principal of the College who in turn after necessary official verification from all involved stakeholders of such grievances are promptly addressed. Students have the freedom to approach the Principal directly with regard to any grievances. In the rare chance of any errors in recording internal assessment, the College brings these to the notice of the University.

File Description	Document
Link for Additional Information	[View Document](#)

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

The Institution fixes the pre-determined dates of exams for internal evaluation according to the norms setn up by Dibrugarh University from time to time. Every year at the begining of the academic session, the institution clearly specifies the dates of Sessional Examinations and test examinations in the academic calendar for students' awareness and whole-hearted preparation for continuous evaluation. The dates of students evaluation programmes including Periodical Tests and Internal Assessment Examinations are decided in advance by keeping in consideration the time required by teachers in completion of syllabus and to hold students interest in the initial weeks of the session. Besides, the institution has the Higher Secondary Section and the academic calender contains the dates of the unit tests of those classes. As a whole, the academic calender keeps balance of all the examination dates which can give a clear map to both the students and the teachers for being ready of the above.

File Description	Document
Link for Additional Information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

Response:

As an affiliated college under Dibrugarh University, Margherita College follows the broad framework of the curriculum of three years undergraduate major and general course in all the three streams which is framed by the university. Every department has respective routine activities for delivery and implementation of the
curriculum as designed by the university affiliated to. The marks of the sessional examination is intimated to the students either displayed in the respective departmental notice-boards or dictated in the respective classes. While the final year results are always displayed in the affiliating university website. Staff meetings are regularly held at the beginning of each academic session and also in the middle of the session. These meetings are organised by the Office of the Principal, Margherita College to discuss the academic related matters where speciffically the results related to each course outcome is analyzed and conveyed to each concerned department and the weaknesses if observed are discussed to meet up the raised issues.The Vice-Principal and Academic coordinator as well look into the matter as the college strictly adheres to the norm of participatory management. Both of them look into the matter and offer their perspectives to retain the quality of the result.

File Description	Document
COs for all courses (exemplars from Glossary)	[View Document](#)
Link for Additional Information	[View Document](#)

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

Margherita College as an affiliated college under Dibrugarh University, it follows the broad framework of the curriculum of three years undergraduate major and general course in all the three streams which is framed by the university. Every department has respective routine activities for delivery and implementation of the
curriculum as designed by the Dibrugarh University. For each semester of under graduate courses, the departments have been following in total all the norms of the university for the purpose of getting the students acquainted with course materials of each subjects existed over all the semesters. The classes are taken through lectures, discussions, examinations and evaluation process. The institution confirms the date of exams for internal evaluation in the academic calendar on priority basis. Every department conducts its classes and distributes the syllabus among the teachers in a way that it is finished before the internal examinations and before the final university examinations of the undergraduate students. The projects for the sixth semester are completed along with the viva-voce by the experts within the time prescribed by the university. For science stream, it required number of laboratory classes is conducted for students for practical exposure. Moreover, academic and subject oriented grooming for the students are conducted by the teachers in the respective departments and this is further helped by the Students Counselling and Career Guidance Cell which conducts career oriented programmes for the outgoing 6th semester students besides the other semesters. This offers wide scope for the students to get the necessary exposure and gets absorbed in the companies / organizations.

File Description	Document
Link for Additional Information	[View Document](#)

2.6.3 Average pass percentage of Students

Response: 57.73

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 265

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 459

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 2.99

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
List of project and grant details	[View Document](#)

3.1.2 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0.15

3.1.2.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 9

3.1.2.2 Number of full time teachers worked in the institution during the last 5 years

Response: 60

File Description	Document
Supporting document from Funding Agency	[View Document](#)
Funding agency website URL	[View Document](#)

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

The college always emphasises on developing an academic ambiance by tempering the scientific zeal of the students, to imbue critical thinking and draw out the potentials of the students by acknowledging their creativity. At different times it put up activities that can lead the fraternity specifically the students attain empowerment, to alleviate the confidence level of the younger generation, conservation of ecology, etc. Also programmes undertaken includes students to motivate them in Entrepreneurial Skills. Such programmes are conducted to induce practical knowledge among students and making them market oriented. Faculty members serve as catalysts in the process of enabling them to grow in this significant respect. Most importantly, students are encouraged to stay focused on growing through learning. Exhibitions of handicrafts by students and Photography competions are organised.

Activities:

Workshops/ Seminars/ Talks

1. Students Counselling programme was held on 'Cooperative Approach & Inclusive Growth' by Dr. Rafiquz Zaman, Vice- Chancellor, Cooperative University, Sivsagar, Assam
2. Mr. Rakesh Moni Pal of 12th BN NDRF, office of the Deputy Commissioner TSIL (district management authority) organised a Lecture programme on "Disaster Management" on 12/02/2018
3. One day workshop on 'Bioinformatics'' organised by Department of Botany and Zoology on 17-03-2018 at Language Laboratory.
4. A Lecture Programme on the topic 'Academic Excellence & Leadership' is being organised byICGC at 11:00 am onward on 31.03.2018. Professor Bolin Kumar Konwar, Former Vice- Chancellor, Nagaland University and Professor, Dept of Molecular Biology & Biotechnology (School of Science & Technology) Tezpur University, Tezpur has delivered an astounding lecture on the aforesaid topic.
5. One day workshop on Swayam (Study web's of Active Learning for young Aspiring minds) on 07.06.2018
6. on 11-08-2018 Mr. Kamal Gogoi, AES, Hn'able Secretary, AHSEC, Dr. Binod Bora, Deputy Registrar (Academic), DU offered lectures
7. A Research oriented Educational Talk by Anita Das Memorial Educational Foundation Talk on "Dr. B. R. Ambedkar'' on 26.10.2018

Industrial visits/others:

1. Economics trips to Sasoni Merbeel on 06.02.2015
2. Botany went to Tirap & Tipong Colliery under Margherita Sub-Division Marheritag on 11.02.2015
3. Management & Anthropology went to visit Sivsagar on 27.02.2016
4. History visit the historical site of Sivsagar on 05.03.2016
5. On 02.03. 2017 Botany went to Dept. of Life Sciences & Biotechnology, Dibrugarh University
6. On 21.03.17 Commerce to District Industries and Commerce Centre
7. On October 2017, Commerce and Management to Hindustan Unilever Ltd. Doomdooma Assam as a Industrial Visit.
8. English visited Kaziranga on 27/01/2018
9. Education visited Parsuram Kunda on 28.1.2018

10. Commerce visits to Shillong on 9th February till 11th February, 201

Cultural Exposure:

In cultural aspect we conduct competitions and events under the cultural forum, entitled *Ejak Junakir Jilikoni*. Through it many students have attained district and state level acclamation, like Ms. Chayanika Gogoi, sattriya dancer, Homseng Pomung, beauty pageant who won State level acclamation, Miss Amisha Chaliha who won the title of Miss Kalliesta out of 138 colleges under Dibrugarh University. She represented Dibrugarh University in parade held in Rajghat New Delhi. Youth Festivals and Spring Festivals are hold on to offer better opportunities for students.

File Description	Document
Link for Additional Information	[View Document](#)

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 4

3.2.2.1 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	2	0	2

File Description	Document
Report of the event	[View Document](#)
List of workshops/seminars during the last 5 years	[View Document](#)

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: No

File Description	Document
Institutional data in prescribed format	[View Document](#)

3.3.2 The institution provides incentives to teachers who receive state, national and international

recognition/awards

Response: No

3.3.3 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 0.13

3.3.3.1 Number of research papers in the Journals notified on UGC website during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
05	04	03	22	04

File Description	Document
List of research papers by title, author, department, name and year of publication	[View Document](#)
Any additional information	[View Document](#)

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

Response: 1.12

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

2018-19	2017-18	2016-17	2015-16	2014-15
19	06	11	14	17

File Description	Document
List books and chapters in edited volumes / books published	[View Document](#)
Any additional information	[View Document](#)

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

Margherita College has undertaken many extention activities. Some of them have been undertaken in collaboration while others are by itself which are worth mentioning:

1. It has adopted a school at Vitorpowai, namely Powaimukh Janajati ME School. There it undertakes programmes like, 'Women Health & Hygeine', Health Awareness programmes, etc. Women Studies and Development Cell (WSDC) in collaboration with Paradise NGO it distributes clothes among the needy under 'Your trash is someone else's Wealth'. IQAC and WSDC it donated cotton pads among the village women. The Dept. of English conducted a survey on Reading Habit among the youth, one at rural area, VKV School and the other at rural Patkai Junior College. The WSDC donated books to VKV School Library. The WSDC conducted a survey on the Divyangjas at *Prerona,* Jorhat and encourages the exhibition displayed by those students.
2. Under 'What After School?' Scheme, the faculty members regularly conduct classes among the schools in the catchment area.
3. Tourist Base Camp of the College helps the visitors from inside/outside state to visit tribal belts that require innerline permit.
4. The college has a Tribal Study Centre that undertake survey in the tribal villages to explore many of their unique cultural and socio-economic facets. Tribal Study Centre and the Research Promotion and Publication Cell have surveyed these ethnic tribes and prepared projects.
5. Most of the departments also undertake field visits as part of their projects. Such field visits relating to various fields of study also make the neighbourhood community and the students undertaking such projects aware of their neighbourhood history, life and culture, its flora and fauna, its economic prospects and challenges etc. Thereby making room for student- people interaction and involvement.
6. Blood Donation by the students and faculty.
7. students of our college visited the Assam Legislative Assembly to gain first hand knowlodge of its functioning.
8. NSS and NCC has undertaken many activities related to Swacch Bharat Abhiyan, AIDS. *Nukkar Nataks* conducted by the students relay the above themes. This aims to extend the academic and intellectual knowledge to neighbourhood schools and educational institutions.

File Description	Document
Link for Additional Information	[View Document](#)

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 1

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 years	[View Document](#)
e-copy of the award letters	[View Document](#)
Any additional information	[View Document](#)

3.4.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

Response: 17

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

2018-19	2017-18	2016-17	2015-16	2014-15
9	3	1	3	1

File Description	Document
Reports of the event organized	[View Document](#)
Number of extension and outreach programs conducted with industry,community etc for the last five years	[View Document](#)
Any additional information	[View Document](#)

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 7.54

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non- Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-

wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
304	102	56	22	60

File Description	Document
Report of the event	[View Document](#)
Average percentage of students participating in extension activities with Govt. or NGO etc.	[View Document](#)

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 2

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
2	0	0	0	0

File Description	Document
Number of Collaborative activities for research, faculty etc.	[View Document](#)
Copies of collaboration	[View Document](#)

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 2

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2018-19	2017-18	2016-17	2015-16	2014-15
2	0	0	0	0

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	View Document
Details of functional MoUs with institutions of national, international importance,other universities etc during the last five years	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

The college has a moderate infrastructure. It has a heritage building that has been renovated under RUSA1.0 fund. Along with the classrooms, it has science laboratories, a Conference Hall, Common Room and departmental rooms for the 19 departments. The college has well maintained ICT facilities, playing ground, cycle parking stand, carparking zone, one horticultural garden and a flower garden. It has own water-purifying and supplying system and supply sufficient water. It has two generators and solarsystem of its own. It has an inhouse canteen facility. The college has newly constructed and well maintained laboratory facilities. There is also a laboratory for the Department of Education. There is one language laboratory funded by RUSA, Assam under the Equity Initiatives in the year 2018. It is used for conducting workshops and seminars on ELT and phonetics, linguistic paradigm and in other related aspects. the Science stream has laboratories for respective departments. The skill development and training programmes for the teachers, officials and students are also organized. Being situated in the tribal belt area, the college has set up a tribal study centre. In a small way it has accumulated arts and artifacts of different ethnic tribes of this region. An effort is made by the centre to study and survey the unique culture showcased by these tribes. In short, the college has a balanced physical infrastructure and necessary peripherals. In order to cope up with modern circumstances, more facilities are needed to enhance capacity and quality of the college. In this remote area, Margherita College is trying its best to provide maximum benefit to the society.

File Description	Document
Link for Additional Information	[View Document](#)

4.1.2 The institution has adequate facilities for sports, games (indoor, outdoor),gymnasium, yoga centre etc., and cultural activities

Response:

The college is serving at its level in the best way to enhance the aptitude and skill of the fraternity. It has a moderate infrastructre regarding sports fecility. The college has a boxing ring and the Intercollege Boxing Competition under Dibrugarh University is held annually in Margherita College. The Inter College KhoKho Competition and the Inter-College Kabaddi Competition are conducted in College Playground. The Inter-College Cricket Tournament (Zonal) is now and then conducted at the college field. The rest of the indoor games are conducted in other rooms as per schedule. The physical instructor of the college looks after the physical fitness and practices after the classes are over. The Yoga incharges of the Yoga Cell timely conducts training session and practices for girl students. Self-Defence trainings are offered to the girl students under the incharges. Though the college has yet to develop indoor games fecility, the students are guided timely to practice them.

File Description	Document
Link for Additional Information	[View Document](#)

4.1.3 Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc

Response: 16

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 4

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	[View Document](#)
Link for additional information which is optional	[View Document](#)

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 54.67

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
53.00	43.70	43.50	43.35	60.00

File Description	Document
Details of budget allocation, excluding salary during the last five years	[View Document](#)
Audited utilization statements	[View Document](#)

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS)

Response:

The central library of the college satisfies the need of the students and teachers as well. The library is well maintained having the facilities of teacher and students reading areas supported by internet facilities. It serves the need of readers from the catchment area even and others also preparing to appear in competitive examinations. Average 90 students and 10 teachers visit the library. It has Soul Software and OPAC facility is made available through Library Management. It is fully automated. It has 27,205 text-books, 1988 reference books, 45 journals, 75000 e-books, 5000 e-journals and 12 nos. of newspapers. Also it has rare manuscripts that is a worth of the college. It is an active member of INFLIBNET. In a miniature way there is a provision of departmental library in each department. In support of the facilities, each department is provided with some amount to purchase books according to the demand of the syllabus. New arrivals of books and journals are showcased systematically. Security of resources is ensured through a system of checking at the exit point for all resources borrowed by the users. C.C. T.V. cameras are installed in the library for strict surveillance. The library has well managed system to run the system of borrowing books in a proper order. Each semester has allotted days to do the transcation through SOUL System. We have initiated Information Repository/ Digital Library System through D-Space by uploading our own publications etc.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

Margherita College Central library is 288 sq mete. It has theses and contains Dissertations. It contains rare collection of manuscripts of written by Saintly people of Assam. Say for instance, *Bhakti Ratnawali* by Madhavdeva, *Hari Kirtan* by MadhavDeva, *Amulya Ratan* by Madhav Deva, *Krishna Leela Mala* by Madhav Deva. It also contains project works of different subjects. Other research activities are also preserved. Books on special reports on various activities are reserved in the library. Margherita College has been publishing numerous Magazines, Research Journal (Departmenta), Central Magazine, *Ekhona* right from the starting of its publication. Alumni Souvenir, namely, Rumanthan is well preserved in the library. The College Newsletter and special Issue of Newsletter is also kept to give access to the readers. The college publishes many departmental journals, some of them publish research journals. Dept. of Political Sciene publishes two research journals, i.e. **POLITY** with **ISSN: 2394-4897**, **Dimension of Politics** with **ISSN: 2452-7948**. Dept. of Economics publishes **Human Face: A Peer Reviewed Journal** with ISSN: **2278-3335,** Dept.of Commerce publishes **Reflection with ISSN: 2250-205x.** The institution publishes a research Journal **QUILL** with ISSN- **2350-076X**. The college central newsletter is published annually and special issue are taken out. The Alumni Association, MRGCIANS souvenir have publishe two editions, *Footprints* and *Rumanthan*. The Library is well perused by readers from the catchment area, specifically some students appearing for Civil Services. As the region has lack Library in public sector, so readers come to perusal. The Dept. of Political Science also published handwritten magazines, namely *Junaki* and the other is *Rajnaitik Drishyapat* (handed by Students).

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

4.2.3 Does the institution have the following:

   1. e-journals
   2. e-ShodhSindhu
   3. Shodhganga Membership
   4. e-books
   5. Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: C. Any 2 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 0.06

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0.011	0.021	0.0527	0.081	0.112

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	[View Document](#)
Audited statements of accounts	[View Document](#)

4.2.5 Availability of remote access to e-resources of the library

Response: No

4.2.6 Percentage per day usage of library by teachers and students

Response: 6.05

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 98

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The institute has a 8.26 acres out of which 4.26 acres is already used. It has a moderate building with a heritage building. The institution can be termed as in transition with infrastructure yet to be completed. It has administrative block with Departmental Cells for the 19 Departments and a Central Library. It has a Boxing Hall. The College has BSNL Broad band and BSNL Leased Line connection that is accessible. The main building with the administrative block as an annexe has a wi-fi network with dynamic and static facility with IP Address: 117.240.166.170 with 8 Mbps speed. The library is on the second floor with its extensive collection of books on every subject is up to date with the most recent publications of magazines and journals. Library has its own dedicated server supported by Online Public Access Catalogue (OPAC) within the college. The newly constructed block have centralised well-furnished classrooms with in-built projector and screen facilities in some class rooms. Projectors and digital podiums with interactive boards are present in some of the rooms which are updated on demand basis for any trouble in the ICT facilities. The Administrative branch has a dedicated server linked by local area network (LAN) with dedicated internet facility. . The entire campus remains under CCTV surveillance maintained by AB Solutions, Dibrugarh.

File Description	Document
Link for Additional Information	[View Document](#)

4.3.2 Student - Computer ratio

Response: 22.3

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

>=50 MBPS

35-50 MBPS

20-35 MBPS

5-20 MBPS

Response: 5-20 MBPS

File Description	Document
Any additional information	[View Document](#)

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 4.04

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

2018-19	2017-18	2016-17	2015-16	2014-15
3.75	1.84	6.29	3.86	1.69

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	[View Document](#)
Audited statements of accounts.	[View Document](#)

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Response:

The institution has a moderate campus accommodating of Office of the Principal, Vice-Principal, Academic coordinator, IQAC Coordinator and Conference Hall, Seminar Hall cum Common Room, Examination conduction, Zonal Office, NSS Office, Departmental Cells, other offices of KKHSOU, DODL under DU, Computer Laboratories, Language Laboratory and science laboratories and other infrastructural facilities for academic activities. There are 25 classrooms, and a central library. Average 90 students and 10 teachers visit the library. It has Soul Software and OPAC facility is made available through Library Management. It is fully automated. It has 27,205 text-books, 1988 reference books, 45 journals, 75000 e-books, 5000 e-journals and 12 nos. of newspapers. Also it has rare manuscripts that is a worth of the college. It is an active member of INFLIBNET. The library is under Management Information System (MIS). There is a boys' hostel accommodating 60 boys and a girl's hostel to accommodate 40 girls. The growing number of enrolment in the college not only of the regular courses but also for the courses (both UG & PG) under KKHSOU, (PG) under DODL, Dibrugarh University, Open Schooling under ASOS, and the regular holding of seminars and workshops taking care of the fact that the infrastructure is optimally utilized. The college also serves as host two zones under DU. The routine committee ensures the optimum utilization of the classrooms, the IQAC sees to it that the co-curricular activities are properly done and functioned so as to utilize the available resources. Besides, holding of counselling classes under ICGC and other competitive examinations also ensures the optimal use of the available infrastructure. Sick room facility is also available for a sick student during examinations. It has a standing ambulance facility to serve the fraternity. the college has an open structure where instant *pandal* can be erected and sometimes serves as an open stage. The Tribal Study Centre is newly built and accessories are yet to be arranged. The Education Lab is almost completed. The college has car-parking area and two cycle stands. It has an inhouse canteen fecility. The auditorium is under construction which can be accomodated 500 audience at a time. On need base the Boxing Hall is used as a classroom. A Sports promotion Cell & Yoga Cell has been simultaneously entrusted the duty of instilling sports enthusiasm amongt students and the outcome of the same is very fruitful. the students of the college is able to bring glory by begging prizes at state and National Level.

File Description	Document
Link for Additional Information	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 0.91

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	35	19

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	[View Document](#)
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	[View Document](#)
Any additional information	[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 2.26

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
24	06	31	53	31

File Description	Document
Number of students benefited by scholarships and freeships besides government schemes in last 5 years	[View Document](#)
Any additional information	[View Document](#)

5.1.3 Number of capability enhancement and development schemes –

    1. For competitive examinations
    2. Career counselling
    3. Soft skill development
    4. Remedial coaching
    5. Language lab
    6. Bridge courses
    7. Yoga and meditation
    8. Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: B. Any 6 of the above

File Description	Document
Details of capability enhancement and development schemes	[View Document](#)
Link to Institutional website	[View Document](#)

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 11.32

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

2018-19	2017-18	2016-17	2015-16	2014-15
134	165	147	160	145

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	
Any additional information	

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 0

5.1.5.1 Number of students attending VET year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of the students benifitted by VET	
Any additional information	

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	
Details of student grievances including sexual harassment and ragging cases	

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 4.11

5.2.1.1 Number of outgoing students placed year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
08	09	11	14	06

File Description	Document
Self attested list of students placed	View Document
Details of student placement during the last five years	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 6.12

5.2.2.1 Number of outgoing students progressing to higher education

Response: 30

File Description	Document
Upload supporting data for student/alumni	View Document
Details of student progression to higher education	View Document
Any additional information	View Document

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 10.62

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
2	0	1	2	1

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
15	22	21	08	10

File Description	Document
Upload supporting data for the same	View Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document
Any additional information	View Document

5.3 Student Participation and Activities

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

Response: 1

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

2018-19	2017-18	2016-17	2015-16	2014-15
1	0	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document
e-copies of award letters and certificates	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

Margherita College Students' Union (MCSU) is under Office of the Principal, Margherita College. It is primarily responsible for building and preserving a healthy political culture and an atmosphere of open debate on the campus. SThe Union take part in every important matter of the college. The students are kept

informed about the public meetings, discussions and other issues through pamphlets and notices. Public Action, an objective forum, invited a variety of journalists, politicians, and academics, to debate and discuss various topics. There is a long tradition in MCSU of holding serious meetings in the college to which the students often invite well-known public figures, writers and intellectuals. In each academic session, generally in October, the election to the MCSU is held strictly adhering to the norms of Lyngdoh Commission.

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 2

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
02	02	02	02	02

File Description	Document
Report of the event	View Document
Number of sports and cultural activities / competitions organised per year	View Document

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

The Margherita College Alumni Association MRGCIANS was formed almost around the inceptionof the college. Of course it is not yet registered but its on the process and by the month of April 2020 the association will get registered. The association has been engaged with different activities for the development of the accociation and the younger generation as well. It tries to uplift the intellectual and cultural enhancement of the college in broader prospective. many of the alumni serves in the present instituion and thereby provide assistance to the students and guided them. In all executive meetings of the association, various matters relating to development of youth mental health, regular yoga practices, motivational classes for various competitive examinations are discussed by the experience alumni of the college. The association also serves as a fruitful adviser towards the growth and development of the College by participating in various events of the college.

File Description	Document
Link for Additional Information	[View Document](#)

5.4.2 Alumni contribution during the last five years(INR in Lakhs)

? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

Response: <1 Lakh

File Description	Document
Alumni association audited statements	[View Document](#)

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 13

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
4	2	3	1	3

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	[View Document](#)
Any additional information	[View Document](#)
Report of the event	[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

The vision and mission of the college is communicated to the students, teachers, staff and other stake holders through the college prospectus, website, academic calendar, newspapers and college magazine. The leader guides the institute to maintain a quality standard that helps in generating students well equipped with all communication and life skills. Regular meetings with the teachers by the Principal are conducted to review the teaching –learning process and other issues of the college. The teachers are also accommodated in various cells and bodies of the college to maintain a smooth academic atmosphere in the college. The students are also given awareness on the social and national issues through talks and seminars held by the college and also through awareness programmes held by the N.C.C and N.S.S unit of the college. The teachers are also fully involved in the student related activities, for instance in the Sports & Cultural Week and the departmental activities. A team spirit is infused amongst the students to make them socially responsible citizens in the future. Their participation in the growth of the institute is also assured through the student union body of the college. The college Construction Committee monitors the infrastructural development of the college and estimates the fund allocation in different developmental schemes. The Principal as a Chairman of the committee supervises the reports of the construction committee and accordingly takes appropriate steps for the developmental activities with a neat and clean notice on the financial utilities.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

6.1.2 The institution practices decentralization and participative management

Response:

The decentralization and participative management of Margherita College is done in two ways i.e., (1) Horizontally and (2) Vertically. To devise the policy to conduct and govern the various aspects of the college, the Govt. of Assam constitutes a committee with the consent of the college itself which is known as governing body. It includes the president, the principal of the college as secretary, along with a few members with representatives of Teaching Staff, Non-Teaching Staff, Alumni, Guardian, Local Industrialist, Donor and the affiliating University.

Decentralization:

The College has a mechanism for delegating authority and providing operational autonomy to all the various functionaries to work decentralized governance system:

1. Principal Level: The Governing body delegates all the academic and Operational decisions based on policy to the academic monitoring committee formalities common working procedures and entrusts the implementation with the faculty members.
2. Faculty Level: Faculty members are given representation in various committees and allowed to conduct various programs to showcase their abilities. They are given authority to conduct industrial tours and to have tie-up with industry experts and appointed as coordinator and convener for organizing seminars/ workshops/ conferences etc. For effective implementation and improvement of the institute a total of 32 committees are formed e.g., (1) Academic Monitoring Committee (2)Examination Conduction (3) Research Monitoring Committee (4) NSS (5) NCC (6) Students Grievances and Redressal Committee (7) Library Committee (8) Purchase Committee (9) Construction Committee (10) Anti-Ragging Committee etc.
3. Student Level: Students are empowered to play an extra role as a leader of co-curricular and extracurricular activities and in rendering social services.

Participatory Management:

The College promotes a culture of participatory management by involving the staff and students in various activities. Both students and faculties are allowed to express themselves by suggestions to improve the excellence in any aspect of the college.

1. Strategic Level: The Principal, vice Principal, the academic coordinator and the staff members are involved in defining the policies and procedures, framing guidelines and rules and regulation pertaining to admission, discipline, grievance, counseling, training development and library services etc. and effectively implementing the same to ensure smooth and systematic functioning of the institute.
2. Functional Level: At functional level the faculty members participate in sharing the knowledge by discussing on the latest trends in technology during faculty meeting. Staff members are involved in preparation of annual budget of the institute. They also correspond with the concerned parties deputed by the principal in necessary situations.
3. Operational Level: The GB gives suggestions and monitors the procurement, introduction of new initiatives and welfare activities. The Principal of The College is responsible for academic, Non-Academic and administrative activities of the institution. On behalf of the institution, he interacts and corresponds with concerned parties like affiliating University, Govt. of Assam, U.G.C. etc. The Budget earmarked for staff members and students to participate in various programmes organized by the institute. All the Staff members actively participate in implementing the policies, procedures and framework designed by the management in order to maintain and achieve the quality standards.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

The college has been well aware of its mission and vision and its social responsibility towards the community it serves. The college considering the changing role of higher education tries to introduce courses that would be beneficial for the students in the present day context.

1. **Curriculum Development:** Dibrugarh University has adopted strategies for quality improvement for curriculum Development in UG Level Curriculum Design and Development at DU. For instance, Dr. Debajit Singha as member of Board of Studies in Commerce, Dr. A. Saikia, Elected Member of Academic council, DU. The Principal of the college is a member of the committee for introduction of CBCS under Dibrugarh University, a Court member, an EC member, Exam Committee member of Dibrugarh University. He is the EC member of AHSEC and member of other subcommittees. He is an Examination Committee Member. Faculties are involved in curriculum designing as member of the Dibrugarh University.

2. **Teaching and Learning:** Continuous feedback from students on teachers and library is taken by administrator. The Administration gives special attention to the following areas: Regularity of the teachers and students in taking and attending classes. Midterm assessment of progress of course is carried. Month wise calculation of students' attendance is done. Subject wise result analysis is also done. Conducting or facilitating faculty development programme. By conducting Student teacher exchange programmes etc. Student feedback on teacher is taken at entry and exit point. Analysis of the information given by students was done by the IQAC and a few steps taken to make the teaching learning more effective. During the year student's feedback on teachers was also taken by the external resource persons which were quite a fruitful exercise.

3. **Examination and Evaluation:** Answer scripts of the internal assessment are shown to the students as a measure of transparency Discussions on evaluated answer scripts with the students is emphasized. Project related presentations are normally attended by all the faculties of concerned departments along with the Principal, Vice Principal and Academic Coordinator with a motive to improve the quality of the presentation and evaluation. All exams (internal and external) are conducted under the monitoring of the two College Examination Conduction Boards. Examination is conducted as per the rule with strict monitoring by the principal and the vice principal. Examination halls are under CCTV Camera surveillance. The college is a Dibrugarh University Evaluation Zone thus follows the DU guidelines with regard to Quality Evaluation strategies in the External Evaluation of exam system in the college campus. College maintains: CCTV cameras in the Exam Conduction Board and in the Exam Halls, Night Chowkidar, The Officer in-charge of local police station is also ex-officio member of Centre Committee.

4. **Research and Development:** IQAC encourages different departments to organize workshops/ seminars/talks etc. A few Departments publish research journals. The College authority provides financial aid for such publications. The teachers share their experiences after the completion of

their RC/ OC Programmes. Library offers improved environment for Research Scholars. The faculties can undertake MRP, M.Phil, and PhD project.

File Description	Document
Link for Additional Information	[View Document](#)
Strategic Plan and deployment documents on the website	[View Document](#)

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

Organisational structure of the College is planned according to the guidelines of the Directorate of Higher Education, Govenrment of Assam. However, the college has introduced its own mechanism of govenrance by inclusion of Vice-Principal, Academic Coordinator and IQAC Coordinator for smooth functioning. It helps in planning of Academic activities like admission, examinations, results and facilitates the coordination between HoDs and the Office of the Principal. Academic planning for the college is done by the Principal, Vice Principal, Academic Vice Principals, IQAC and the HoDs of the different departments. Different academic plans and strategies are executed by the HoDs of the 19 departments. The College Librarian is assisted by Assistant Librarian and the library assistants. Student progression and employment informations are dessiminated through Career Councelling and Guidance Cell. For different sports and extracurricular activities Sports Promotion ommittee and the Physical Instructor are engazed for planning and organising events and activities. College office is headed by Sectional Assistant (SA) who is helped by Office Assistants and Office Bearers. For inspecting the security of the College campus thesecurity guard and chowkidars are deployed for the vigilence of the Institution 24 hours. The College Hostels are managed by Hostel Superintendents in association with hostel manuals.

Cleaning of the College campus its beutification and management services are done by cleaners which are employed for this purpose and supervised by designated persons of some cells and committees.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

6.2.3 Implementation of e-governance in areas of operation

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

5.Examination

A. All 5 of the above

B. Any 4 of the above

C. Any 3 of the above

D. Any 2 of the above

Response: A. All 5 of the above

File Description	Document
Screen shots of user interfaces	View Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

The College has various cells and committees that are guided by IQAC Coordinator. The IQAC can charge them for maitaing its quality and perform its activities.

Women Studies and Development Cell, Yoga cell, Admission Committee, Disaster Management Cell, Gyan Jyoti Prawah, Eco Club, EVS Cell, Annual Report Committee, Documentaion Cell, research Promotion and Publication Cell, Sexual Harasement and Prevention Cell, Teacher-Guardian Cell, Anti-Ragging Committee, Ejak Junakir Jilikoni, Sports Promotion Cel, Website Development cell, Career Counselling and Guidance Cell, Academic Calendar Committee, Prospectus Designing Cell, Purchase Committee, Construction Committee, Newsletter Committee, etc. These committees are well functioned and undertake activities related to the respective committees. Margherita College Students' Union (MCSU) is also devoted to the proper functioning of its tasks, like conducting orderly the Sports and cultural activities under the inspection and assistance of its teachers' head, observation of some important days and celebrations, etc. Similarly, Documentation Cell keep record of the entire events of the college and prepares monthly report of the same. Women Studies and Development Cell organises programmes related to imparting training to girl students, gender sensitisation programmes, exhibitions, extention activities. Annual Report Committee prepares and submits the Annual Reoprt annualy. The Newsletter Committee is responsible for publishing the newsletters every year. the Grievance Redressal Cell and Anti-Ragging Committee keep total control of the unfortunate incidents that may happen. Purchase Committee and Construction Committee that include stakeholders of each type maintain its duty to retain transparency.

Thus the college has been able to create a cordial ambiance as each cell/committee perform its responsibility to maintain a clear and transparent governance at large scale. The Governing Body Resolutions, the resolutions of MCSU are well implemented and other important bodies, like IQAC

publish the resoltuions in the college website so that it can retain the transparency besides intimating to the fraternity.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.3 Faculty Empowerment Strategies

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

Response:

The institution offers various facilities for the benefit of the teaching as well as non-teaching staff. The institution has a Seminar Hall cum Common Room for accommodating the teachers of the college where staff meetings are conducted. Of course the staff meetins are also hold in the Conference Hall. Moreover, to proper functioning of the Departmental activities individual departmental cells are constructed for all the 19 departments. The teachers' common room offers facilities like drinking water, hygienic sanitary condition, etc. Separate washrooms are also set up in different buildings and respective departments for convenience and comfort of the teachers and students. Daily tea arrangements are also made for the non-teachinf staff whereas the teaching fraternity arrange them at their own department in their own expenses. The office bearers assist the teaching members in their departmental works. The College also has an active women forum which includes members of both teaching and non-teaching staff. The forum plays a participative role towards empowerment and upliftment of woman of teaching, non-teaching category and female students of the College. Moreover, the college has the welfare measure under which the teaching staffs are granted duty leave to attend various national and international seminars and conferences. Besides, both the teaching & non-teaching staff have benefit funds. The Students' Benefit Fund helps the student fraternity in their need. For example, the Medi-Claim fecility can be demanded by the student and some of the students have been benefitted by it in the time of mortal diseases. The Ambulnce service is there in the college that remain active 24 hours.

File Description	Document
Link for Additional Information	View Document

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

Response: 0.68

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

2018-19	2017-18	2016-17	2015-16	2014-15
2	0	0	0	0

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years	[View Document]

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 2.6

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
4	4	2	1	2

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centres).	[View Document]
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	[View Document]
Any additional information	[View Document]

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 8.23

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
7	1	4	9	3

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers).	View Document
IQAC report summary	View Document
Details of teachers attending professional development programs during the last five years	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

The Institution regularly encourages its teaching & non-teaching staff to enhance their skill and aptitude according to the time scale and as per the guidelines of the Directorate of Higher Education, Govt of Assam. Promotion of faculty is strictly adheres to the norms laid down by UGC under the API scheme of promotion. The API score demands that individual incumbent teachers are verified and certified by the IQAC of the institution. The IQAC duly perform its duty and certify the teachers only if they fulfill the norms. The chief aim of involvement of IQAC is to promote measures for institutional functioning towards quality enhancement through internalization of quality culture maintaing of best practices. Therefore, at the initiative of the IQAC feedback from students are taken regarding teaching and learning, infrastructure and support system and the resultant data is analysed and steps are taken to bridge the gaps. The teaching staff of the institution also offer their suggestions through the online feedback system (of course it has been done through online only in the previousyear) that helps the Performance Appraisal System of the College.

File Description	Document
Any additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The institute has a mechanism for internal and external audit to know the actual financial position of the institution for each and every financial year. The principal of the college as a financial manager plays a significant role for the financial management and resource mobilization of the college. We have our own internal audit mechanism where internal audit is an ongoing continuous process in addition to the external auditors to verify and certify the entire (Income expenditure and the Capital Expenditure)/ Receipts and Payments) accounts of the Institute each year. Qualified Internal Auditors (i.e., CA) from external sources have been permanently appointed and a Team staff under them do a thorough check and verification of all Vouchers of the transactions that are carried out in each Financial Year. Likewise an external audit is also

carried out on an elaborate way on quarterly basis or half yearly basis. The institutional accounts are audited regularly by both internal and statutory audits. Minor errors of omissions and commissions when pointed out by the audit team are instantly corrected/ rectified and precautionary steps are taken to avoid recurrence of such errors in future. The College/ institute regularly follows Internal and external financial audit system. The punctuality in audit mechanism is one of the best practices of the college.

File Description	Document
Link for Additional Information	[View Document](#)

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

Response: 11.63

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
6.63	00	0	5	0

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	[View Document](#)
Any additional information	[View Document](#)

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The college draw its funds mainly from sources like, UGC, State Govt. and funds from central Govt. (RUSA). The college regularly keeps on applying for funds to these sources as per schemes available. The college also mobilizes funds from the fees deposited by the students. Besides some amount is mobilized from local MLA or individual philantrophists of the viccinity. The funds required for the salary of the permanent employees is provided by the state govt. The college receives funds from UGC, RUSA and Govt. of Assam for academic and for non-academic purposes like construction of new building, renovation of old ones, purchase of materials, books, journals and instruments. The major source of internal resource mobilization of the college is the fee received from the students in the form of admission fee, examination fee, etc. The expenditure on salary and others for the non- sanctioned (adhoc) employees are met from the

resources mobilized internally by the college. The Governing Body of the college takes the final decision regarding the resource generation and optimal utilization of resource for various purposes. The college always tries to make optimum utilization of its resources for the benefit of the society and student community. Keeping this in mind the college infrastructure and other facilities are made available. Some departments, like Dept. of Commerce and Dept. of English generate resources though at small scale. The Dept. of Commerce has been running **Consultancy Services** out of which they are generating resource. In the year 2014-15, the dept generated total 128000/-; in the year 2015-16 an amount of Rs. 13000/-; in the year 2016-17 the dept. generatede total Rs. 15000/-; 2017-18 an amount of Rs. 13300/- and in the year 2018-19 Rs.21800/-. On the other hand, the Department of English has been generating resource through the annual conduction of Workshop **'Basics of Grammar'**. In the year 2016-17- the department generated Rs.10,681/-; in the year 2017-18, the department Rs. 5720/- and in the year 2018-19 it generated. The college also generate an amount of resource through means, like KKSHOU and DODL under Dibrugarh University.

File Description	Document
Any additional information	[View Document](#)
Link for Additional Information	[View Document](#)

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Response:

The IQAC of the college constantly trying its level best to develop and sustain the quality of the Instituion. It strives constantly with the following functions in accordance with the recommendations of NAAC:

- Undertaking workshops and trainings which may impart knowledge to the students regarding employability of the students.
- The upgradation of ICT tools and to look after the proper uses of it.
- The library services are made fully automated.
- IQAC have undertaken many programmes that have fuelled up sports' spirit among the students.
- Career Counselling and Guidance Cell have organised many counselling classes and eminent personalities were invited at different occassion at the initiation of IQAC
- Three National level Seminars and some workshops were conducted to create a research ambiance.
- Effective Feedback system is created. (Earlier the feedback mechanism was traditonal and during the last year it was collected through online mode). Feedback of students, teachers, office-staff, alumni and parents were collected and analysed to create a vibrant academic ambiance.
- Awareness programmes related to health ang hygeine of the girl students and women of the

catchment area are undertaken

- IQAC motivated to sustain the Eco-friendly campus and undertook many activities on the aspect. Numerous saplings were planted both in and out of the campus and cleanliness programmes were under NSS unit, ECO-Club & EVS Cell.
- ICT culture is still in a developing step and yet to be 100%. IQAC undertook a 15 Day workshop to impart ICT education to the girl students and
  a 7 Day Self defense programme to strengthen them morally and physically.
- The IQAC undertook some extenion activities related to health an cleanliness.

File Description	Document
Link for Additional Information	[View Document](#)

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Response:

The IQAC strives constantly to build up the college into a Centre of Excellence as it is the vision of the institution. In this process it takes care of the fact that the teaching learning process should be really fruitful and students could enrich themselves with the knowledge imparted by the faculty. That the students should know their potentials both in scholastic and non-scholastic areas. The faculty try to nourish them not only in syllabus orientd education but also in fields like debate, quiz, poem recitation, composing poems and wtite-ups etc through the cell/committees like ICGC, Sexual Harrasement and Prevention Cell, ECO Club. In cultural aspect faculty through different cell/ committees like Ejak Junakir Jilikoni holds dance competition, singing competition and this offer them a platform for the above. The cell/ committees like EVS, ECO Club, NSS, NCC hold awareness programmes, cleanliness, etc through which the students get information regarding the practical world and know how to cope up with such situations.

- To develop an academic environment for benchmarks/paradigm for various academic and administrative activities.
- To create a students' centric atmosphere to create quality education.
- Feedback from students, parents, alumni, teaching and non-teaching staff are collected and accordingly analyzed.
- Development of the mentoring system that promotes interactions between the student and the faculty members.
- Workshops, training programmes, talks and seminars are conducted at the college and students are also taken to different institutions to participate in the aforesaid aspect so that they attain maturity and progress in the practical lives.
- Field trips, projects and educational trips are conducted for the benefit of the student and to develop an entrepreneurial skill among them.
- *Examination System:*

- The class tests (both oral and written) and sessional examinations are held for each semester separately. Class tests are taken by the respective departments regularly to assess the students. The sessional examinations are held at the end of each semester and a percentage of marks are added in the final examination. The class-tests and sessional examinations help students in preparing themselves for the Final Exam thoroughly and help them to become familiar with the question patterns in the End-Semester final examination. The Conduction Board headed by Vice-Principal looks after the complete process of examination matter under the guidance of Principal. The Academic Coordinator asks all the departments at the beginning of the academic session to submit their respective Course Teaching Plan & Lesson Plan. Accordingly, before the starting of examination, each department need to submit their course progess report. The college is particular about the completion of syllabus atleast one month before the examination. The academic coordinator along with thje Vice-Principal strictly looks after the affair and act accordingly.

File Description	Document
Link for Additional Information	[View Document](#)

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 0

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	00	0	0

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	[View Document](#)
IQAC link	[View Document](#)

6.5.4 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements**
2. **Academic Administrative Audit (AAA) and initiation of follow up action**
3. **Participation in NIRF**
4. **ISO Certification**
5. **NBA or any other quality audit**

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: D. Any 1 of the above

File Description	Document
e-copies of the accreditations and certifications	[View Document](#)
Details of Quality assurance initiatives of the institution	[View Document](#)
Any additional information	[View Document](#)
Annual reports of institution	[View Document](#)

6.5.5 Incremental improvements made during the preceding five years *(in case of first cycle)* **Post accreditation quality initiatives** *(second and subsequent cycles)*

Response:

The IQAC of Margherita college has been continuously making an effort to tranform the college into a Centre of Excellence as it is already mentioned in the Vision of the college. The college has both locational advantages and disadvantages. The IQAC has been trying to exploit the potentialities from the locational advantages of course it is still not upto the mark. The IQAC undertakes endeavours to study the unique culture and heritages of the place and this is done as fieldtrips and educational tours where students get the opportunities to know the peculiarities found in this region. Moreover, the rich natural resources of the region can be a major source of entrepreneurial venture the students can opt for. As the college is situated at the mid of the ethnic belt, many students belong to these familial background. Sometimes, the institution finds it difficult to implement courses or so to say to uphold some ventures as different ethnic tribes have different ideologies. Amidst different hurdles, embracing the welfare measures, the IQAC has been struggling to sustain the means to develop quality a proper learner-centric atmosphere.

The Post Accreditation quality initiaves taken by the IQAC are mentioned in the following:

- The Road Map for the next 10 years of the college has been frammed up and it is mentioned in 6.2.1. The IQAC strictly adheres to the Road Map and takes care of the fact that it should reach its destined goal. The IQAC will try to introduce some certificate course or diploma that can generate employability.
- The ICT part has been specifically kept in notice. It has now installed total 70 numbers of computers so that each student have access to the computer education. Besides the syllabus oriented computer education, it tries to impart computer training to girls' students.
- In the Library part, the IQAC tries to develop its system. The Library is fully automated and e-

resource (D-Space) system is made accessible to the students within the college campus. Under RUSA it has installed books of worth Rs. 20,0000/- besides the yearly addition of books.

- In Sports area, special emphasis is given. Students have participated in sports in institutional level, district-level, state and national level as well. Some students have brought reputation to the institution by virtue of their participation in sports conducted in different places. in some competitions they have got prizes. Besides, several Inter-college sports under Dibrugarh University are conducted at the college premises that show the efficiency of the instituion. Say for instance, Inter-College Boxing competition, Inter-College Cricket, Inter-College Kho-Kho, atc are conducted in the college premises.

Thus, the IQAC has been trying to create an academic ambiance that will be conducive to all round development of the students so that the students could be transformed into human resource for the nation atn large.

File Description	Document
Any additional information	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 19

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
9	3	4	2	1

File Description	Document
Report of the event	[View Document](#)
List of gender equity promotion programs organized by the institution	[View Document](#)

7.1.2

1. Institution shows gender sensitivity in providing facilities such as:
    1. Safety and Security
    2. Counselling
    3. Common Room

Response:

1. Safety and security
2. Counseling
3. Common room

Response: The institution has taken initiatives to create awareness on gender equity. The following initiatives are taken for safety and security.

1. **Safety and Security**

1. Students must put on their ID Cards to enter in the College premises.
2. Whole campus is under CCTV surveillance.
3. 'Sexual Harassment Prevention Cell" is established to maintain safety and security of the college fraternity.
4. 'Grievance Redressal Cell' actively redresses grievances of all types.
5. 'Anti Ragging Committee' is formed to prevent ragging.

6. The Complain Box that is kept in the college premises ensures safety and security.
7. The girls' hostel is made well-secured by raising a well-bounded wall. The borders are monitored and guided by Female Warden, Superintendent and matron.

1. **Counseling**

1. At the time of admission, the Principal addresses the students and intimate them regarding the rules and regulations. At the beginning of every academic session (new batch), the Principal, Vice-Principal, Academic Coordinator address the new comers with motivational and interactive sessions.
2. 'The Women Studies and Development Cell' and 'Sexual Harassment Prevention and Empowerment Cell' organizes Lecture programmes and workshops for women empowerment, mental health and hygiene and gender equity.
3. NSS and Women Studies and Development Cell organize Self Defence training programme for girl students.
4. Skit plays emphasizing on gender equity are conducted.
5. The Career Counseling and Guidance Cell (ICGC) organizes Lecture programmes, discussions, workshops for motivating and providing information to students.
6. Special lecture programmes are conducted to generate awareness on Gender Equity & Women Empowerment in events like International Women's Day.

1. Common Room

1. Separate common room for girl students with, drinking-water facility, washroom facility, etc
2. Separate queue for girls and boys
3. Separate toilets for girls and boys
4. The Advisory Committee for common room supervises the Common Room.
5. Safety and security
6. Counseling
7. Common room

8. Response: The institution has taken initiatives to create awareness on gender equity. The following initiatives are taken for safety and security.

9. **Safety and Security**
10. Students must put on their ID Cards to enter in the College premises.
11. Whole campus is under CCTV surveillance.
12. 'Sexual Harassment Prevention and Empowerment Cell" is established to maintain safety and security of the college fraternity.
13. 'Grievance Redressal Cell' actively redresses grievances of all types.
14. 'Anti Ragging Committee' is formed to prevent ragging.
15. The Complain Box that is kept in the college premises ensures safety and security.
16. The girls' hostel is made well-secured by raising a well-bounded wall. The borders are monitored and guided by Female Warden, Superintendent and matron.

17.

18. **Counseling**

19. At the time of admission, the Principal addresses the students and intimate them regarding the rules and regulations. At the beginning of every academic session (new batch), the Principal, Vice-Principal, Academic Coordinator address the new comers with motivational and interactive sessions.

20. 'The Women Studies and Development Cell'and 'Sexual Harassment Prevention and Empowerment Cell' organizes Lecture programmes and workshops for women empowerment, mental health and hygiene and gender equity.

21. NSS and Women Studies and Development Cell organize Self Defence training programme for girl students.

22. Skit plays emphasizing on gender equity are conducted.

23. The Career Counseling and Guidance Cell (ICGC) organizes Lecture programmes, discussions, workshops for motivating and providing information to students.

24. Special lecture programmes are conducted to generate awareness on Gender Equity & Women Empowerment in events like International Women's Day.

25. Common Room

26. Separate common room for girl students with, drinking-water facility, washroom facility, etc

27. Separate queue for girls and boys

28. Separate toilets for girls and boys

29. The Advisory Committee for common room supervises the Common Room.

File Description	Document
Any additional information	[View Document](#)

7.1.3 Alternate Energy initiatives such as:

1. **Percentage of annual power requirement of the Institution met by the renewable energy sources**

Response: 20

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 5840.001

7.1.3.2 Total annual power requirement (in KWH)

Response: 29200

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	[View Document](#)
Link for Additional Information	[View Document](#)

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 0

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 29200

File Description	Document
Details of lighting power requirements met through LED bulbs	[View Document](#)

7.1.5 Waste Management steps including:
- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

Waste management steps including

- Solid waste management
- Liquid waste management
- E-waste management (Nil)

SOLID WASTE:

There are two types of waste generated from the college campus, one being biodegradable and the other being non- biodegradable.

The bio-degradable waste includes papers, paper cups, leaves fallen from trees. These waste collected are either disposed at a particular dumping region within the campus. Garbage bins (Bamboo & Tin) have been placed at various locations throughout the campus for collection of solid waste and there are people assigned to ensure decomposition of the waste on a regular basis. Fallen leaves are also accumulated in the roots of the trees which work as organic manure for the same.

The Non- biodegradable waste includes Plastics, glass, metals etc. Such type of waste collected from the campus are put into the Bins being installed by Margherita Town Committee in and outside the campus and are frequently collected by the Municipality waste collecting vehicle for recycling and disposal.

LIQUID WASTE:

There are proper septic tanks installed for management of the liquid waste generated from the washrooms in the College. The liquid generated from the outlets of the hand washing basins in the college are open and are directly absorbed by the soil.

E waste: E waste materials are stored to sell.

File Description	Document
Link for Additional Information	View Document

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

Margherita lies 144m above sea level. The climate here is mild and generally warm and temperate. When compared with winter, the summers have much more rainfall. The climate is considered to be CWA(Center Weather Advisory) according to Koppen- Geiger climate classification. The average annual temperature in Margherita is 23 degree Celsius. The rainfall here averages 2517mm. The precipitation is the lowest in December with an average of 20mm. In July, the precipitation reaches its peak with an average of 512 mm.

Taking into deeper concern regarding the climatic changes leading to shortage of water across the nation, the College has initiated to practice Rain water harvesting techniques. Following the easiest method with proper implementation. Harvesting tank has been installed in the campus. The College has a vibrant campus with two gardens and a Botanical garden with plants, herbs and trees having medicinal values as well. The two gardens 'Puspa Kanon' and 'Seuj Kanon' are well maintained. The water collected via Water Harvesting System is majorly used in watering the plants and in the maintenance of the gardens.

File Description	Document
Link for Additional Information	View Document

7.1.7 Green Practices
- **Students, staff using**
a) **Bicycles**
b) **Public Transport**
c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

- Provision is made for a convenient cycle stand within college campus. The cycle stand is under CCTV surveillance.
- Many students, faculty members and staff members use public transport as a means of transportation.
- In-roads within the campus are nicely maintained starting from the main gate to the connecting roads leading to boys' and girls' hostels. In-road system is well ordered that lead to each building within the campus.
- Declaration for plastic free campus is being displayed inside the campus. Students are encouraged to keep the campus plastic free.
- The college initiates to use minimum papers thereby encourages to e-tendering, online admission, in teaching-learning process they use to give e-materials, etc system is practiced.
- The College has always prioritized the concept of a clean and hygienic campus. Margherita college is situated at the foothills of Dehing Patkai region within the geo position between latitude 27.29'N and 95.66'E longitude. The area has immense diversity of flora and fauna and the college campus also have variety of tree species. Most of these tree species are planted in different periods of time through various plantation programme organized by the authority under NSS, NCC, ECO Club & EVS Cell, etc and have became an integral practice of the college. The plant diversity of the college campus contribute a lot to the nearby environment by providing oxygen, improving air quality, conservation of soil, supporting various fauna etc. Many animals, migratory birds and butterflies are depended on these trees for food and shelter. A recent study has revealed that the rich diversity of plant about 77 species belonging to various families. The green campus found to be helpful in bringing down noise and cut down dust and storms. Thus the college has been playing a significant role in maintaining the environment of the entire Margherita town and its surrounding areas. The gardens viz., *Puspa Kanan* have various types of seasonal flowers and the *Seuz Kanan* have many trees of different families.

File Description	Document
Link for Additional Information	[View Document](#)

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 0.81

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0.52	0.9575	0.37	0.52	1.18

File Description	Document
Green audit report	[View Document](#)
Details of expenditure on green initiatives and waste management during the last five years	[View Document](#)

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: D. At least 2 of the above

File Description	Document
Resources available in the institution for Divyangjan	[View Document](#)
link to photos and videos of facilities for Divyangjan	[View Document](#)

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 8

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
4	0	1	2	1

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	
Any additional information	

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 4

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	0	1	1

File Description	Document
Report of the event	

7.1.12
Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes

File Description	Document
Any additional information	
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	

7.1.13 Display of core values in the institution and on its website

Response: Yes

File Description	Document
Provide URL of website that displays core values	

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document
Any additional information	View Document

7.1.15 The institution offers a course on Human Values and professional ethics

Response: No

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

File Description	Document
Provide URL of supporting documents to prove institution functions as per professional code	View Document

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 37

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
12	11	4	5	5

File Description	Document
List of activities conducted for promotion of universal values	View Document
Any additional information	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

National festivals, days and events are organized in the Institution without any failure. Even the State level festivals, days and events that are of state significant are observed in the college. The college takes it as its responsibility to imbue the cultural knowledge among the younger progeny. This would lead the students to become practical. National events and days/ celebrations and observations are like, Gandhi Jayanti, Republic Day, Independence Day, Birth Anniversary of Netaji Subhash Chandra Bose, Biswakarma Puja, Rabindra Jayanti, Hindi Divas, Shilpi Divas, Birth Anniversary of Dr. Bhupen Hazarika, NSS Day, Science Day, Vigilance Awareness Week, National Productivity Week, etc are conducted.

In related to the above some of the programmes are undertaken to make the students conscious about the significance of the events. For instance, lecture programmes are conducted on the above and sometimes some eminent personalities are invited to deliver lecture. Competitions like, essay writing, article writing, debate competition and quiz competitions are hold to make the events more memorable. Students take part in Marathon Race conducted by Civil Administration and many times they are able to win the competition. The students also take part in Parade and every year in the Republic they get the prizes.

File Description	Document
Any additional information	View Document

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

Margherita College is very much particular in retaining transparency in in admission, in examination and in administrative and financial matters. Stakeholders of the instituion actively participate in every matter of importance.

Admission:

In context of Admission it maintains transparency by following reservation policy of Government and transparency is maintained by displaying it to the stakeholdders. Admission is partially online.

Examination:

In conducting the examinations, both Sessionals and Finals we strictly adhere to the transparency. The entire examination process is done under CCTV Surveillance and Vice-Principal and Academic Coordinator specially take care of the matter.

Financial:

In the financial matter also the college believes in complete transparency. Audit is done every year as it required. The Purchase and Construction Committe include members from stakeholders to maintain transparency.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

I. Title of the practice: "What after School!"

Off-campus Academic Coordination Programme of Margherita College

Objective of the Practice

An initiative has been taken to conduct off-Campus academic coordination programme with the motto of generating awareness among the high school students of the locality. The basic goal of this venture is to inform, motivate and counsel students so that they can choose appropriate courses and career. It is seen that due to lack of information and proper guidance students of class- IX & X face problems in selecting right combination of subjects. The programme aims at providing information regarding choosing a stream; choosing the right combination of subjects to pursue a career in accordance to their choice and skill.

The Context

This programme is an extension programme initiated by the Institution with the aim of building social capital at schools. The target group selected was High School Students (Classes IX and X) of nearby govt. schools. Generally the Govt. Schools of State Board do not provide career related information. And it is not possible for the students from remote rural areas to attend occasionally held knowledge fairs or update them through internet. To bridge the gap, the programme was designed to cover career prospects in Arts, Commerce and Science. Initiative was also taken to provide basic knowledge of ICT, use of internet, etc. It includes the responsibilities and duties of students, the need of dedication and hard work to achieve their

goals. The whole programme was designed in slides, audio-visual and lecture followed by interaction with students. Solving problems at individual level was another agenda of the programme.

The Practice

The Principal of the college, Dr. Budhhin Gogoi was the Coordinator of the programme. Faculties from all the three streams viz. Arts, Science and Commerce delivered lectures and presentations in the sessions. Faculties from different streams, on the basis of their credentials were entrusted the responsibilities of preparing Power Point presentations.

The programme was designed to cover all the vernacular medium schools of Margherita Sub-Division, especially situated in rural as well as remote areas where the students need such counselling most. A team from college consisting of coordinator, faculties and technicians with equipments visit the schools with prior permission. One session comprised of two hours, one and a half hour for lecture and presentation and half an hour interaction with students. The presentation part includes motivational counselling followed by career information. The main emphasis is on motivational part so as to make the students confident and goal-oriented. The first programme took place on 20th February, 2016, in Balya Bhawan School, Margherita. Details of the Sessions are as under:

Venue and Date	Coordinator	Speaker	No. of Students	Area Covered
Balya Bhawan School, Margherita, 20th February, 2016	Dr. Buddhin Gogoi, Principal, Margherita College	Dr. Upasona Sarmah	38	1. Impor aim in 2. Critica
Ketetong Janajati High School, 27th February, 2016	Dr. Buddhin Gogoi, Principal, Margherita College	Jyoti Gogoi Dr. Upasona Sarmah	121	3. Decisi 4. Value 5. Self E
Niz Makum High School, 5th March, 2016	Dr. Buddhin Gogoi, Principal, Margherita College	Mr. Anjan Kumar Bordoloi, Miss Priyata Chetia	59	in life
Sankardev Vidyapith High School Ledo, 23rd April 2016	Dr. Buddhin Gogoi, Principal, Margherita College	Dr. Upasona Sarmah Proban Gogoi	82	
Town High School, Margherita 18th May, 2016	Dr. Buddhin Gogoi, Principal, Margherita College	Jyoti Gogoi, Ashim Sengupta	141	
Town High School, Margherita, 6th May, 2017	Dr. Buddhin Gogoi, Principal, Margherita College	Dr. Gautam Purkayastha Jyoti Gogoi	122	
Margherita Public Higher Seconday	Dr. Buddhin Gogoi, Principal, Margherita	Dr. Gautam Purkayastha	30	

School, 13th May 2017	College	Jyoti Gogoi Ashim Sengupta	
Gandhi Vidya Mandir High School, 23rd May 2017	Dr. Buddhin Gogoi, Principal, Margherita College	Dr.Puspa Singh, Jyoti Gogoi Rinkumoni Gogoi	85
Town High School, Margherita 6th January, 2018	Dr. Buddhin Gogoi, Principal, Margherita College	Dr. Bobby Dutta Saikia Ashim Sengupta Bulendra Limboo	58
AR & T. Co's High School, Margherita 8th May, 2018	Dr. Buddhin Gogoi, Principal, Margherita College	Dr. Gautam Purkayastha Ashim Sengupta Dr. J. P. Debnath	87
Balya Bhawan, 29th May, 2018	Dr. Buddhin Gogoi, Principal, Margherita College	Jyoti Gogoi Dr. Bobby Dutta Saikia	38
Hindi High School, Margherita, 31st May, 2018	Dr. Buddhin Gogoi, Principal, Margherita College	Jyoti Gogoi Dr.Puspa Singh	33
Adarsh Hindi Vidyalaya High School 8th April, 2019	Dr. Buddhin Gogoi, Principal, Margherita College	Jyoti Gogoi Dr.Puspa Singh Proban Gogoi	47
Margherita Girls High School 29th May, 2019	Dr. Buddhin Gogoi, Principal, Margherita College	Dr. Bobby Dutta Saikia Dr. Puspa Singh Rinkumoni Gogoi	70
Parijat School 31st May, 2019	Dr. Buddhin Gogoi, Principal, Margherita College	Dr. Puspa Singh Rinkumoni Gogoi Proban Gogoi Bulendra Limboo	64

The area covered in these sessions include, subject combinations available in different colleges and senior secondary schools so that it directly help them in choosing different careers. Requirements for competitive examinations, technical education etc. are also touched upon. In the interaction session, students mostly asked about subject combination suitable for them, availability of coaching centres, job opportunities and also self employment opportunities on completion of education

More specific lecture and well equipped presentation is the need of the time which will be fulfilled in the future. The programme is an honest beginning to reach the unreached, scattered in different schools of Margherita and its surrounding areas. It is hoped that this initiative of the institution will be able to provide basic information regarding scope of education, career, jobs, institutions and opportunities.

Evidence of Success

Students were very enthusiastic during the interaction session and put lot of queries to clear their doubts. The programme is successful in the sense that it could provide relevant information to the students about higher studies, how to select different subject combinations, vocational courses, etc. Even the authority of the above Institutions where the programmes were conducted, praised the team for their initiative. They are requesting us for more sessions incorporating more topics and areas

Problems Encountered and Resources Required

During the sessions it was noticed that infrastructure problem was one of the major hurdles. Besides, power-cut, poor knowledge of students regarding ICT supportive created problems. It was not possible to more sessions due to regular classes and duties in the College. It is felt that one session is not enough to discuss all the issues related to selection of subject combinations, career opportunities, institutions etc.

1. **Title of the Practice: "Counseling and Career Guidance"**

Objective of the Practice:

With the motto 'Knowledge is power' and vision to build up Margherita College into a 'Centre of Excellence', the aims and objectives of the institution is to offer educational programmes that cultivate awareness, knowledge and skill. In line with the objective of the college, the 'Counselling, Career Guidance & Placement Cell organizes motivational and informative sessions for the students. The basic objective of this venture is to inform, motivate and counsel students so that they can prepare themselves for future with proper information and guidance.

The Context:

Since the formation of the to support the students to inculcate soft skills and development of the communicative ability to challenge the rigors of competitive tests and on-job-training in add-on or vocational courses. The cell organises sessions on various areas like banking, civil Services, Information Technology, entrepreneurship, psychology etc.

The Practice:

'Counselling, Career Guidance & Placement Cell', Margherita College has been organizing workshops, lecture programmes, interactive sessions, discussions on issues related to leadership and team building, preparation for competitive examinations including Civil Services, banking etc, communicative skill development, inculcating values for overall development, etc. The following programmes were organized during the period 2014-2015 to 2018-19.

Career counselling & Guidance: 2014-15 (July) onwards					
Year	Number of initiative taken	Date of the Initiative	Name of the Initiative	Issues Addressed	
2014 (July)-2015(June)	04 Programmes	12.08.2014	'Interaction Programme with an alumnus'	'The programme intended for interaction'	
		11.10.2014	'A workshop on Leadership & team Building'	The programme intended t leadership abilities of stud	

		14.02.2015	'Programme on Key Strength of Students Growth & Development'	The programme intended t elements/ Values which m their growth and developn
		26.03.2015	'A Talk on quality aspects of higher education'	The programme intended t areas of Higher Education
2015(July)-20 16(June)	07 Programmes	29.08.2015	'Adolescence- Being the Future: An approach to know better the reality	The programme intended t mindset of the youth to co life.
		03.10.2015	'Special Counselling Session for Slow Learners'	The programme focused o performance in different e also stressed on improving communication ability.
		30.10.2015	'Globalisation & emerging Trend of higher education in India'	The programme intended t areas of Higher Education

		31.10.2015	Vigilance Awareness Week	The programme focused o communicative ability of t
		12.11.2015	'Special Counselling Programme for students on the Topic- Career Planning at +2 (arts/ science/ com.)'	The programme focused o of student's regarding vari after +2.
		30.01.2016	'Special Counselling Programme on Banking'	The programme focused o on Banking Entrance exam
		30.04.2016	'Motivational Lecture Programme'	The programme has been c youths to join Indian Army

2016(July)-2017(June)	02 Programmes	11.01.2017	'Counselling Programme'	The programme has been students to pursue differen
		26.04.2017	'Counselling Programme – entry into banking services'	The programme has been youths to join banking ser
2017 (July)-20	04 Programmes	23.11.2017	'Career Counselling & Special	The programme has been

18(June)			Coaching for Competitive examinations'	youths to join different com examinations
		17.01.2018	'Career Counselling Programme'	The programme focused o performance in different e also stressed on improving Student's communication
		12.02.2018	'Career Counselling Programme-Civil Services Exams'	The programme has been c youths to join civil service
		31.03.2018	'Programme on Academic Excellence & Leadership'	The programme has been c training on Academic Exc
2018(July)-2019(June)	03 Programmes	27.09.2018	'Observance of world tourism Day and awareness on Tourism Potentialities'	The programme has been c to create awareness regard potentialities.
		22.03.2019	Counselling programme on 'what after Graduation'	The programme has been c to create awareness regard avenues available after co
		23.03.2019	Counselling programme on 'what after Graduation'	The programme has been c to create awareness regard avenues available after co

Evidence of Success:

During the period 2014-15 and 2018-19, total 20 sessions were organized related to career planning, career options, confidence building, leadership building, preparation for competitive examinations, improving performance in examinations, develop positive mindset of the youth to counter the challenges of life, etc. Students were highly benefitted from the sessions. Experienced Resource persons were invited from various fields like, medical officer, Award winning dedicated teacher, Psychological Counselor and Entrepreneurs. Students were very enthusiastic and interested during the interaction session and put lot of queries to clear their doubts

Problems encountered Resources required:

More detailed sessions are need of the hour to benefit the students as per their need. Students request for more sessions incorporating more topics and areas. Online sessions will help the students. Some more classes are needed on use of ICT, stress management, confidence building etc. The 'Counseling, Career Guidance & Placement Cell' plans to incorporate these important areas in the coming academic sessions.

File Description	Document
Link for Additional Information	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

With the motto " Knowledge is power", the college vision to rise as a centre of excellence in the eastern most part of Assam catering to the higher academic needs of a diverse population including several indigenous and ethnic communities who are mostly economically , socially downtrodden. The mission of the institution is to empower the generation of the entire locality including nearby tribal areas of Assam and some part of neighbouring Arunachal Pradesh. Every year numerous students from Arunachal Pradesh turned up to take admission in this college.

Academic Performance:

YEAR	STREAM	NO. OF STUDENTS APPEARING IN MAJOR	1ST CLAS
2014	BA	87	46
	BCOM	31	19
	BSC	20	13
2015	BA	105	61
	BCOM	40	27
	BSC	13	08
2016	BA	119	40
	BCOM	27	07
	BSC	10	08
2017	BA	168	58
	BCOM	46	18
	BSC	32	24
2018	BA	189	43
	BCOM	51	23
	BSC	45	24
2019	BA	195	37
	BCOM	59	23
	BSC	42	16

The institution aims to cultivate awareness through intellectual and creative disciplines, to provide infrastructural facilities for all round development, to enhance the local community by various extension activities, Along with the above objectives, a special theme is adopted by IQAC for the year 2018-2019 which is "Educate a girl, you educate a family". Significantly, in this rural and tribal area, social and economic status of women is very low. To uplift their condition and make them aware of their socio cultural position, the college has organised a number of programmes both in and out of the premises.

In cultural aspect we conduct competitions and events under the cultural forum, entitled *Ejak Junakir Jilikoni*. Through it many students have attained district and state level acclamation, like Ms. Chayanika Gogoi, sattriya dancer, Homseng Pomung, beauty pageant who won State level acclamation, Miss Amisha Chaliha who won the title of Miss Kalliesta out of 138 colleges under Dibrugarh University. She represented Dibrugarh University in parade held in Rajghat New Delhi. Youth Festivals and Spring Festivals are hold on to offer better opportunities for students.

In the field of sports, the college conducts numerous sports and games at college, inter-college, zonal and University level. Students have brought prizes in Boxing, Arm Wrestling, Cricket, Kho-Kho, etc

One of the best practice of the college 'What after School', was introduced in the year 2015-16 An initiative has been taken to conduct off-Campus academic coordination programme with the motto of generating awareness among the high school students of the locality. The basic goal of this venture is to inform, motivate and counsel students so that they can choose appropriate courses and career. It is often seen that due to lack of information and proper guidance students of class- IX and X, face problems in selecting right combination of subjects. The programme aims at providing information regarding choosing a stream; choosing the right combination of subjects to pursue a career in accordance to their choice, aptitude and skill.

In order to study different aspects of the tribal cultures, a tribal study centre was set up in the college. At different times it visits different villages of tribal belt and try to understand the unique socio-cultural, economic and political dimension of the tribes. Now and then it conducts workshops and lecture programmes emphasizing the theme of health and hygiene.

The Women Studies and Development Cell in organizes different programmes related to women empowerment, problems of delinquency, health and hygiene, skill development, problems of puberty, menstrual health, importance of physical exercises we organise. Related to the above, the following

programme have been conducted during the session. a) An awareness programme for the girl students on self defence was conducted by Women Studies and Development Cell in association with Grievance Redressal Cell on 29.08.18 b) A Self defence Training programme for students is conducted on 01/09/2018 to 01/09/2018 c) Prevention of Sexual Harassment Cell in association with Dept. of Education, Margherita College conducted an awareness programme with the title ' Delinquency in the period of Adolescence' lecture being delivered by Mrs. Pratibha Bezbaruah on 24/10/2018. d) IQAC conducts a 1day workshop on Women Health and Hygiene in assocoiation with Women Studies and Development Cell and NSS Unit at Powaimukh Janajati M.E. School on 22/01/2019. e) Department of Political Science conducted a seminar on "Role of Media in Women Empowerment" on 26/02/2019. f) 15days workshop on "Computer Education (for girl students) organized by Women Studies and Development Cell and IQAC Alumni association , Margherita College from 01/03/2019 to 15/03/2019. g) A lecture Program on "Eve teasing at Work places" organized by Prevention of Sexual Harassment Cell, the chief speaker being Dr. Anisha Ali, Dept. of English, Margherita College on 22/04/2019. h) IQAC Women Studies and Development Cell, Margherita College organized a workshop around the theme "Puberty, Menstrual health and use of cotton Sanitary napkins" on 29/05/2019.

Keeping in view our vision and mission the college has been trying the utmost to extend its service to the stakeholders besides the students fraternity.

File Description	Document
Link for Additional Information	[View Document](#)

5. CONCLUSION

Additional Information :

The Margherita College has unique character depending on its situatedness. The college can be termed as a microcosm of India embracing different language, religion, caste and creed. With 61 faculty and 1493 numbers of students the institution has been striving hard to reach its goal to transform itself into a Centre of Excellence. The college has maintained a consistency in its result. For the last two years it is able to beg position in the Assam Higher Secondary Education Council (AHSEC). The Institution has Higher secondary Section for which the faculty has to bear classes of the above as there is no such policy to exclude itself from it. Its a co-education college where students earn their education in a meaningful and peaceful co-existence. The college has devoted totally to the welfare of the students and learners of the catchment area. It undertakes outreach programmes and these programmes prove as fruitful to the people in the catchment area, like Cloth-donation drive, health awareness programmes, eye-camp under IQAC; programmes under NSS, NCC, ECO Club, EVS Cell are taken as extention activities. The tribal Study Centre undertakes survey in the catchment area where ethnic communities have been residing and preapre report on them. These reports are sometimes sent to CDPS, Guwahat and such other organisations. The College is in true sense a learner-centric and to make the teaching learning endeavour an effective one, several motivational programmes, counselling classes, talk programmes, etc are conducted and eminent personalities are often invited. Like, Prof. G. D. Sharma, Prof. Bolin Kowar, Ex-Vice Chancellor of Nagaland University, Prof. Alak Buragohain, Ex-Vice Chancellor of Dibrugarh University, SDO Prof. Mrinal K. Dutta, IIT Guwahati, Prof. Jiten Hazarika, Dea, Students Affairs, DU, Mr. Gopal Chandra Das, Retd. Astt. Commissioner of Customs and Centre, Mrs. Anurupa Choudhury, Dy. Secy of AHSEC, and frequently visits our local MLA and MPs besides the SDO (Civil). The lectures they offer encourages the fraternity.

Concluding Remarks :

The college is marching in its journey towards academic excellence inspite of many hurdles as already mentioned earlier. It has a vision and embrace the mission and therefore it has set up a strategic plan for the future years. We have many aspects yet to completed. The infrastructural development is one such area which need attention. The region is thickly populated and this pressurise upon the institution and this is evident in the period of admission. Every year more than 1000 students apply to get enrolled in all the three streams. Out of which only a meagre amount of students get admission as the seats are fixed, i.e. Arts 350, Science 150 and Commerce 150. Even the teacher student ratio is not balanced. Still the college fraternity has been struggling hard to maintain consistency in every aspect.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.1.3	Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years 1.1.3.1. Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years Answer before DVV Verification: <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>3</td><td>7</td><td>5</td><td>3</td><td>1</td></tr></table> Answer After DVV Verification : <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>3</td><td>4</td><td>3</td><td>1</td><td>1</td></tr></table> Remark : BoS and Academic Council One teacher considered once each year
1.4.1	Structured feedback received from 1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus-Semester wise/ year-wise Answer before DVV Verification : A.Any 4 of the above Answer After DVV Verification: E.None of the above Remark : The proof given is not about the curriculum.
1.4.2	Feedback processes of the institution may be classified as follows: Answer before DVV Verification : A. Feedback collected, analysed and action taken and feedback available on website Answer After DVV Verification: E. Feedback not collected Remark : Relevant documents are not submitted. Feedback is not on the curriculum. Hence it is not considered.
2.1.1	Average percentage of students from other States and Countries during the last five years 2.1.1.1. Number of students from other states and countries year-wise during the last five years Answer before DVV Verification: <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>29</td><td>16</td><td>22</td><td>19</td><td>9</td></tr></table> Answer After DVV Verification : <table><tr><td></td><td></td><td></td><td></td><td></td></tr></table>

2018-19	2017-18	2016-17	2015-16	2014-15
26	13	18	8	8

Remark : As per submitted documents.

2.1.2	Average Enrollment percentage

(Average of last five years)

2.1.2.1. Number of students admitted year-wise during the last five years
Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
1561	1451	1389	1226	1115

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
1561	1451	1389	1226	1115

2.1.2.2. Number of sanctioned seats year-wise during the last five years
Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15

2.2.3	Percentage of differently abled students (Divyangjan) on rolls

2.2.3.1. Number of differently abled students on rolls
Answer before DVV Verification : 1
Answer after DVV Verification: 2

Remark : Documents for Krishna Giri has not been submitted.

2.3.2	Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

2.3.2.1. Number of teachers using ICT
Answer before DVV Verification : 31
Answer after DVV Verification: 15

Remark : Input edited according to geotagged photos. All other documents are in google drive which are not conisdered.

2.3.3	Ratio of students to mentor for academic and stress related issues

2.3.3.1. Number of mentors
Answer before DVV Verification : 32
Answer after DVV Verification: 1

06-06-2020 03:51:58

	Remark : None of the submitted documents are legible.
2.4.2	Average percentage of full time teachers with Ph.D. during the last five years 2.4.2.1. Number of full time teachers with Ph.D. year-wise during the last five years Answer before DVV Verification: {table1} Answer After DVV Verification : {table2}
2.4.3	Teaching experience per full time teacher in number of years 2.4.3.1. Total experience of full-time teachers Answer before DVV Verification : 5275 years Answer after DVV Verification: 76 years Remark : Relevant documents are not submitted for proof of 5275 years of experience. Input revised according to submitted documents.
2.4.5	Average percentage of full time teachers from other States against sanctioned posts during the last five years 2.4.5.1. Number of full time teachers from other states year-wise during the last five years Answer before DVV Verification: {table3} Answer After DVV Verification : {table4}
3.1.2	Number of research projects per teacher funded, by government and non-government agencies, during the last five year 3.1.2.1. Number of research projects funded by government and non-government agencies during the last five years Answer before DVV Verification : 10 Answer after DVV Verification: 9 3.1.2.2. Number of full time teachers worked in the institution during the last 5 years

table1:

2018-19	2017-18	2016-17	2015-16	2014-15
22	21	21	19	18

table2:

2018-19	2017-18	2016-17	2015-16	2014-15
20	20	19	18	18

table3:

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	1	1	1

table4:

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	1	1	1

	Answer before DVV Verification : 60 Answer after DVV Verification: 60 Remark : Research project of Mrs Chitra Borgohain was sanctioned in 2012-13
3.3.3	Number of research papers per teacher in the Journals notified on UGC website during the last five years 3.3.3.1. Number of research papers in the Journals notified on UGC website during the last five years Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
10	07	07	25	05

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
05	04	03	22	04

3.4.4	Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years 3.4.4.1. Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
09	03	01	02	01

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
304	102	56	22	60

Remark : From reports of programs organized from 2014-15 to 2018-19

3.5.1	Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years 3.5.1.1. Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15

04	01	0	01	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
2	0	0	0	0

Remark : Relevant documents not submitted. Some documents are in regional language.

4.1.3	Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc 4.1.3.1. Number of classrooms and seminar halls with ICT facilities Answer before DVV Verification : 25 Answer after DVV Verification: 4 Remark : From geotagged photos.

5.1.5	Average percentage of students benefited by Vocational Education and Training (VET) during the last five years 5.1.5.1. Number of students attending VET year-wise during the last five years Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
59	0	0	55	15

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

Remark : As per HEI clarification.

5.2.2	Percentage of student progression to higher education (previous graduating batch) 5.2.2.1. Number of outgoing students progressing to higher education Answer before DVV Verification : 36 Answer after DVV Verification: 30 Remark : As per submitted documents.

5.2.3	Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1. Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
2	0	1	2	1

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
2	0	1	2	1

5.2.3.2. Number of students who have appeared for the exams year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15

5.3.3	Average number of sports and cultural activities/ competitions organised at the institution level per year

5.3.3.1. Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
16	15	14	09	15

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
02	02	02	02	02

6.3.3	Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

6.3.3.1. Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
8	4	2	1	2

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
4	4	2	1	2

	Remark : As per HEI clarifications.
6.3.4	Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

6.3.4.1. Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years
Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
6	1	9	6	3

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
7	1	4	9	3

Remark : As per submitted documents |
| 6.4.2 | Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

6.4.2.1. Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)
Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
05	00	04	07	10

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
6.63	00	0	5	0

Remark : As per submitted documents. |
| 6.5.3 | Average number of quality initiatives by IQAC for promoting quality culture per year

6.5.3.1. Number of quality initiatives by IQAC for promoting quality year-wise for the last five years
Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
5	0	4	7	1	

	Answer After DVV Verification : <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>0</td><td>0</td><td>00</td><td>0</td><td>0</td></tr></table> Remark : Documents provided in google drive.
6.5.4	Quality assurance initiatives of the institution include: 1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements 2. Academic Administrative Audit (AAA) and initiation of follow up action 3. Participation in NIRF 4. ISO Certification 5. NBA or any other quality audit Answer before DVV Verification : B. Any 3 of the above Answer After DVV Verification: D. Any 1 of the above Remark : Academic Administrative Audit (AAA) report and document for participation in NIRF are submitted in google drives.
7.1.1	Number of gender equity promotion programs organized by the institution during the last five years 7.1.1.1. Number of gender equity promotion programs organized by the institution year-wise during the last five years Answer before DVV Verification: <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>10</td><td>2</td><td>5</td><td>1</td><td>1</td></tr></table> Answer After DVV Verification : <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>9</td><td>3</td><td>4</td><td>2</td><td>1</td></tr></table> Remark : As per submittted reports.
7.1.3	Alternate Energy initiatives such as:

	1. Percentage of annual power requirement of the Institution met by the renewable energy sources 7.1.3.1. Annual power requirement met by the renewable energy sources (in KWH) Answer before DVV Verification : 5840 Answer after DVV Verification: 5840.001 7.1.3.2. Total annual power requirement (in KWH) Answer before DVV Verification : 29200 Answer after DVV Verification: 29200 Remark : No relevant document submitted validating the annual power requirement met by the renewable energy sources (only geo-tagged photos). Green Audit Report has no relevant data. Edit made in 7.1.3.1 to comment on the metric.
7.1.4	Percentage of annual lighting power requirements met through LED bulbs 7.1.4.1. Annual lighting power requirement met through LED bulbs (in KWH) Answer before DVV Verification : 112.40 Answer after DVV Verification: 0 7.1.4.2. Annual lighting power requirement (in KWH) Answer before DVV Verification : 29200 Answer after DVV Verification: 29200 Remark : No supporting document.
7.1.9	Differently abled (Divyangjan) Friendliness Resources available in the institution: 1. Physical facilities 2. Provision for lift 3. Ramp / Rails 4. Braille Software/facilities 5. Rest Rooms 6. Scribes for examination 7. Special skill development for differently abled students 8. Any other similar facility (Specify) Answer before DVV Verification : C. At least 4 of the above Answer After DVV Verification: D. At least 2 of the above Remark : Ramp / Rails, Physical facilities, Rest Rooms
7.1.10	Number of Specific initiatives to address locational advantages and disadvantages during the last five years 7.1.10.1. Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years Answer before DVV Verification: <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>4</td><td>1</td><td>1</td><td>2</td><td>1</td></tr></table>

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
4	0	1	2	1

Remark : As per submitted reports.

7.1.11	Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

7.1.11.1. Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
1	2	1	2	1

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	0	1	1

Remark : As per submitted reports.

2.Extended Profile Deviations

ID	Extended Questions
1.2	Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
1051	959	903	810	713

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
1051	959	903	810	713

1.3	Number of outgoing / final year students year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
267	277	295	173	240

Answer After DVV Verification:				
2018-19	2017-18	2016-17	2015-16	2014-15
490	505	488	320	307

2.3	Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs) Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
118.74	69.05	72.10	98.85	98.01

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
118.74	69.05	72.100	98.85	98.01