

### AAA Report of the Committee

-----College, ----- Assam, India

#### College Profile:

1.	Name of the College, Website, email and Ph. No.	
2.	Year of Establishment	
3.	Affiliating University	Dibrugarh University
4.	Last NAAC Grade with Cycle, Accredited Year & CGPA	
5.	UGC Recognition ( 2F & 12 B) with dates	
6.	Courses/Program offered	
7.	Online Admission Status	
8.	Number of students during the year	
9.	Number of Full Time Teachers	
10.	Whether institutional data submitted to AISHE	

1. Curricular Aspects:

	Item	Remarks by Assessors	
1	Implementation of Annual Institutional Plan/College Calendar		
2	Whether the above plan circulated among students		
3	College Activity Register session wise (e.g. 2019-20-21-22)		
4	Add-on Courses (Department wise) completed during last academic year		
5	Feed-back from students/parents/alumni on curricular aspects/analysis		
6	New UG & PG Courses introduced year wise		
7	Maintenance of Student Attendance Registers		
8	Teachers participated in following activities related to curriculum development, Academic Council/BoS/ Court/Design and Development of Curriculum etc..		

2. Teaching, Learning and Evaluations

Item		Remark(s) by assessor	
1	Are students' enrolment and profiles computerized and well documented?		
2	Number of International students & students from other states (If any)		
3	Maintenance of Teaching Diaries & Lesson plan/Teaching Plans in prescribed format, course progress record/course completed records		
4	Tutorials- Assignments, students' seminar, students' projects etc.		
5	Conduct of Internal Exams - semesters, evaluation etc.		
6	Subject wise result analysis (percentage)		
7	Remedial/doubt clearing classes		
8	Updating teachers Profiles		
9	Students full time teachers ratio		
10	Number of teachers with PhD and M Phil		
11	Pass % of students in the last year final exam		

3. Research, Innovation and Extension:

Item		Remark(s) by assessors	
1	Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the session (INR in Lakhs)		
2	Research Papers Published during last academic year (International= ? National-? State=? Book/text books published		
3	Papers presented during last academic year (International/National Seminars)		
4	Seminars/Workshop/Training Programme conducted during each academic year (International/National)		
5	Records of linkages/MoUs during each academic year		
6	Record of subject/Department related extension activities, year wise		

7	Awards and recognitions received for extension activities from government / government recognized bodies during the last five years		
8	NSS activity/NCC Activity		
9	College has IIC		
10	Women's Cell activity		

#### 4. Infrastructure & Learning Resources

Item		Remark(s) by Assessor	
1	College Library/Circulation of Library Books among students. Status of library automation(E-lessons & e-resources/e-journals)		
2	Availability of previous years question papers in Lib		
3	Keeping daily Record of Library's visitors (students/teachers)		
4	Number of classrooms and seminar halls with ICT-enabled facilities such as smart class, LMS, etc		
6	Availability of WI-FI & Internet within the campus. Bandwidth of internet connection in the Institution		
7	Students' Canteen/recreational/sports amenities		
8	Computer/Language labs (No. of labs & working systems)		
9	Special facilities for Persons with Disability (PwD)		
10	Girls Common room		

	facilities		
11	Hostels		
12	Sport facilities etc./Gym etc		

### 5. Students Support and Progression

Item		Remarks by Assessors	
1	Role of Students' Union/Sports events conducted during the session		
2	Students engagements and significant achievements in games & Sports		
3	Capacity building and skills enhancement initiatives taken by the		

	College		
4	Career guidance Cell activities		
5	Record of contributions by Alumni Association		
6	College has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases record/Grievance Redressal Cell		
7	Record of Anti-ragging cell		
8	Drinking water facility		
9	Healthcare facility		
10	Records of students progressing to higher education		
11	Records of Students benefited by scholarships and freeships provided by the Government		

6. Governance, Leadership and Management:



Item		Remarks by Assessors	
1	To realise the Institutional vision and Mission by the administration		
2	Distribution of works among the academic/administrative staffs		
3	Faculty Development Program initiatives		
4	Staff Welfare Initiatives		
5	Financial management and Audit of finances		
6	Resource Mobilization		
7	Quality assurance initiatives of the College/Functioning of IQAC/Committees in (Minutes of the meetings)/participation in NIRF etc.		
8	Implementation of e-governance in areas of operation		
9	Professional development /administrative training programs		

	organized by the institution for teaching and non teaching staff during the last five years		
10	Number of Teachers undergoing FDP (Online/offline)		
11	IQAC		

7. Institutional Values and Best Practices:

	Item	Remarks by Assessors	
1	Measures taken for gender equity in the college		
2	Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities		
3	Best/innovative practices undertaken by the institution		

4	Management of the following types of degradable and non-degradable waste : Solid waste management Liquid waste management Biomedical waste management E-waste management		
5	Water conservation facilities available in the Institution		
6	Green campus initiatives Quality audits on environment and energy regularly undertaken by the Institution and any awards received for such green campus initiatives: • Green audit • Energy audit • Environment audit		
7	The Institution has a prescribed code of conduct for students, teachers, administrators and other staffs		
8	Institutional Distinctiveness		

1	<b>Prof. Jogen Ch Kalita</b> Prof & Head of the Dept of Zoology, Gauhati University & Member of NAAC Monitoring Committee, Govt. of Assam  <b>Member,</b> <b>Academic &amp; Administrative Audit Committee</b>
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**Recommendations: (by the committee members)**